

**PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, September 5, 2018 - 7:00 P.M.
Town Hall, 84 South Main Street - Council Chambers**

Members Present: Mr. Mark Nash
Mr. Jim McKenney
Mr. Art Crooker
Mr. Richard Clavet
Mr. David Arai
Mr. Steven Durkee
Mr. Phillip Bowman
Mr. Vincent Robitaille

Members Absent: Mr. Richard Levy

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, Chief Operation Officer, Board of Education

I. PLEDGE OF ALLEGIANCE

The assembled group recited the Pledge of Allegiance.

II. ROLL CALL

Mr. Nash called the meeting to order at 7:00 p.m. Roll was called and a quorum determined.

III. PUBLIC ADDRESS

There was no public address.

IV. GENERAL CORRESPONDENCE

There was no general correspondence.

V. APPROVAL OF MINUTES - August 1, 2018 Regular Meeting

MOTION by Mr. Clavet to approve the minutes of the August 1, 2018 regular meeting as submitted.

SECONDED by Mr. Bowman and passed unanimously by all those present and voting.

VI. MONTHLY FINANCIAL STATUS

Commission members reviewed the monthly financial status report of open Town projects.

VII. CONSENT CALENDAR

MOTION by Mr. McKenney to approve the Consent Calendar.

SECONDED by Mr. Robitaille and passed unanimously by all those present and voting.

It was noted Prime Electric still has punch list items to complete. There is \$7,623.00 in retainage.

VIII. OLD BUSINESS

1. PBC Ordinance revision update

Mr. Robitaille stated the proposed revisions have been approved by the town attorney. This matter is scheduled to be presented for approval at the September 11, 2018 Town Council meeting.

2. PROJECTS

A. Districtwide Lavatory Improvements

Mr. McKenney stated although there are remaining punch list items, this project is completed and a CO was issued in time for the start of school. Mr. Masciana thanked the PBC for working through the delays and tight schedule on this project.

B. Utility Tunnel Improvements

Mr. Crooker stated the subcommittee is awaiting the tunnel inspection report. Mr. Clavet stated the steam pressure was tested as part of the inspection and no leaks were found. Mr. Masciana stated an additional \$100,000 was approved in the capital budget for tunnel improvements.

C. CHS ADA Interior Code Compliance

Mr. Clavet stated the application for State reimbursement will be completed in the fall and this project is expected to be put out to bid early January 2019. Abatement must be included in the scope for this project.

D. CHS Exterior Storage Building

Mr. McKenney stated this project went before the Planning and Zoning Board and has been continued to the September meeting to address concerns about drainage and wildlife. The Town Council has stated no additional funding will be appropriated for this project.

MOTION by Mr. Durkee to proceed with this project with the understanding that no additional funding is available, the PZB concerns must be addressed and construction may be done in winter conditions.

SECONDED by Mr. Bowman and passed 7-1-0 with an opposition by Mr. McKenney.

MOTION by Mr. Clavet recommending the PBC approve the change order for additional fill and concrete, contingent on DEEP and Town Council approvals.

SECONDED by Mr. Robitaille and passed unanimously by all those present and voting.

E. Emergency Shelter Generators Hook-up Plugs

Mr. Durkee stated this project is close to complete. There are remaining punch list items. There was a brief discussion.

F. Doolittle Cafeteria Renovation

Mr. Durkee stated there are minor punch list items to be completed. Mr. Noewatne stated he approved the change order in the amount of \$1,464.00 for the battery back up. There was a brief discussion.

G. Districtwide Roofs

There was no update on this matter.

H. Roof Replacement - Fire Headquarters

Mr. Noewatne stated this project will start later this year or early next year.

I. Library Renovation

There was no update on this matter.

J. Park Bathroom Upgrades

MOTION by Mr. Arai to approve the design submitted by Jan Wojas.

SECONDED by Mr. Bowman and passed unanimously by all those present and voting.

There was a brief discussion about the budget and bid package.

K. Solar Carport at Police Headquarters

Mr. Noewatne stated the Town Council awarded this project to a design firm. The design will be forwarded to the PBC.

3. OTHER OLD BUSINESS OF THE PBC

None.

IX. NEW BUSINESS

A. Doolittle Bathroom Renovation

Mr. McKenney stated the subcommittee will meet on September 14, 2018 at 8 a.m. with the goal of bringing forward recommendations for the October meeting. The subcommittee members are Mr. McKenney, Mr. Robitaille and Mr. Clavet.

X. ADJOURNMENT

MOTION by Mr. McKenney to adjourn at 7:47 p.m.

SECONDED by Mr. Clavet and passed unanimously by all those present and voting.

Attest,

Karen Gill
Recording Secretary