

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, January 2, 2019 - 7:00 P.M.
Town Hall, 84 South Main Street - Council Chambers

Members Present: Mr. Vincent Robitaille
Mr. Jim McKenney
Mr. Art Crooker
Mr. Richard Clavet
Mr. Steven Durkee (7:35)
Mr. David Arai

Members Absent: Mr. Mark Nash
Mr. Richard Levy
Mr. Phillip Bowman

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, Chief Operation Officer, Board of Education
Mr. Paul Bowman, Town Council liaison
Mr. Ryan Haley, Silver-Petrucelli

I. PLEDGE OF ALLEGIANCE

The assembled group recited the Pledge of Allegiance.

II. ROLL CALL

Mr. Robitaille 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 - December 5, 2018 Regular Meeting

MOTION by Mr. McKenney to approve the minutes of the December 5, 2018 regular meeting as submitted.

SECONDED by Mr. Clavet 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. In response to an inquiry by Mr. Clavet, Mr. Noewatne stated the additional projects assigned to the PBC by the Town Council will be reflected on next month's Monthly Financial Status report.

VII. CONSENT CALENDAR

MOTION by Mr. McKenney to approve the Consent Calendar.

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

VIII. OLD BUSINESS

1. PBC Ordinance revision

Mr. Robitaille stated the proposed revisions have been referred to the Town Council Ordinance Review Committee for review. Mr. Paul Bowman stated it is the goal of the Town Council for the PBC Ordinance to be improved to avoid the PBC from being overburdened. Mr. Bowman stated in addition to subcommittees for each project, the Town Council is in favor of hiring an Owner's Rep or Clerk of the Works for additional oversight on complex projects. Mr. Bowman acknowledged the members of the PBC are volunteers and should not be pressured by daily supervision of PBC projects.

2. PROJECTS

A. Districtwide Lavatory Improvements

Doolittle Bathrooms:

Mr. McKenney stated the subcommittee met prior to tonight's regular meeting.

MOTION by Mr. McKenney for the subcommittee to recommend the PBC refer this project to the Town Council to accept the final design and approve this project to go out to bid with the following design modifications:

1. The ventilation for the bathrooms and the IT closet be separate and independent from each other.
2. The flush valves and sink sensors be hard wired, not battery operated.

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

Norton Bathrooms:

MOTION by Mr. McKenney for the subcommittee to recommend that PBC issue a Notice to Comply using standard contracting guidelines.

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

Mr. Haley will issue the Notice to Comply and request a meeting with the general contractor within the next ten days.

Mr. McKenney asked the record reflect the PBCs gratitude to Mr. Haley for all of his hard work to meet an impossible deadline on the Doolittle bathroom project.

Mr. Paul Bowman reiterated this is a good opportunity to improve the Town's position by addressing issues like timelines, contract terms and conditions, etc. on the front end of a project. Mr. Clavet stated the PBC does not get to see the final contract documents. Mr. Robitaille stated there is not a lot of communication between the PBC and the Town Attorney. Mr. Arai stated supplemental conditions (instructions) are critical in a contract document and must be tailored for each project. Mr. Noewatne stated the Town Attorney currently uses an AIA document that is heavily modified with a rider that includes supplemental conditions. Mr. Bowman stated he will invite Al Smith to attend next month's PBC meeting. Mr. Noewatne will send the members of the PBC a copy of the general supplemental conditions rider currently be used by the Town for construction projects.

B. Utility Tunnel Improvements

Mr. Crooker stated the report from Geolnsight has been received and contained recommendations for maintenance repairs, upgrading to LED lights and the installation of insulation. Mr. Clavet stated he is in contact with Eversource regarding the possibility of being reimbursed for some of these upgrades.

C. CHS ADA Interior Code Compliance

Mr. Clavet stated the drawings and specifications are completed. The Board of Education submitted the application for State grant money on December 20, 2018 and is awaiting a commitment letter from the State.

Mr. Masciana stated a project number has been assigned and this project can go out to bid once State approval is issued.

D. CHS Exterior Storage Building

Mr. Noewatne stated J.A. Rosa will resume work on this project when the weather permits.

MOTION by Mr. Crooker for the PBC to recommend the Town Council authorize a contract for \$3,500 to Independent Materials Testing Laboratories, Inc. for concrete testing.

SECONDED by Mr. Arai and opened for discussion. Mr. McKenney stated he does not support this motion unless this cost is justified. Mr. Noewatne stated it is for ongoing concrete testing.

The motion was returned to a vote and passed with one abstention by Mr. Durkee.

E. Emergency Shelter Generators Hook-up Plugs

Mr. Durkee stated this project is ready for closeout.

F. Doolittle Cafeteria Renovation

Mr. Durkee stated this project is ready for closeout.

G. Districtwide Roofs

Mr. Clavet stated a proposal for roof repair and replacement work at Cheshire High School will go before the Town Council on January 15, 2019.

H. Roof Replacement at Town Buildings

Fire Headquarters:

Mr. Noewatne stated the roof replacement at Fire Headquarters is complete.

Library:

Mr. Noewatne stated a small section of the library roof has been completed. The remaining roof is being designed and expected to go out to bid in the spring.

I. Library Renovation

Mr. Noewatne stated this project is complete.

J. Park Bathroom Upgrades

Mr. Arai stated the bids for this project are due on Monday, January 7, 2019. The response to this bid was better than the first bid.

K. Solar Carport at Police Headquarters

Mr. Noewatne stated the design for this project is being finalized.

L. Pool Cogeneration

The Aegis natural gas unit has been delivered to the pool. The Energy Commission has reviewed and approved the specifications of the unit to be installed. There was a brief discussion.

IX. OTHER OLD BUSINESS OF THE PBC

None.

X. NEW BUSINESS

1) Projects Assigned at November 13th Town Council meeting

Mr. Paul Bowman reiterated the Town Council perspective that each PBC project have a subcommittee that communicates the details and needs of the project to the Town Council. The Town Council would like to be part of the narrative to make project management for the PBC easier in the future. Mr. Bowman stated the Town Council would like input from the PBC through joint meeting “workshops” to address project challenges together. There was a discussion.

X. ADJOURNMENT

MOTION by Mr. McKenney to adjourn at 8:05 p.m.

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

Attest,

Karen Gill
Recording Secretary