

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, February 6, 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
Mr. David Arai
Mr. Phillip Bowman

Members Absent: Mr. Mark Nash
Mr. Richard Levy

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

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.

Mr. Noewatne stated Mr. Levy has resigned from the PBC. Mr. McKenney introduced Mr. Richard Gusenburg to the Public Building Commission. Mr. Gusenburg has been nominated to be a full member of the PBC and is expected to be confirmed by the March meeting.

IV. GENERAL CORRESPONDENCE

There was no general correspondence.

V. APPROVAL OF MINUTES - January 2, 2019 Regular Meeting

MOTION by Mr. McKenney to approve the minutes of the January 2, 2019 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 March's Monthly Financial Status report.

VII. CONSENT CALENDAR

MOTION by Mr. McKenney to approve the Consent Calendar.

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

VIII. OLD BUSINESS

1. PBC Ordinance revision

Mr. Robitaille stated he was unaware the Joint Meeting with the Town Council scheduled for this evening had been cancelled. The meeting will be rescheduled when the Town Council is available. There was a brief discussion.

2. PROJECTS

A. Districtwide Lavatory Improvements

Doolittle Bathrooms:

This project is out to bid, with bids due on February 7, 2019. There was a brief discussion.

Norton Bathrooms:

Mr. Noewatne stated most of the punch list items have been completed. Ryan Haley is reviewing the O&Ms and as-builts. This project is expected to be completed and closed out by the March meeting.

B. Utility Tunnel Improvements

Mr. Clavet stated he is awaiting a proposal from a company called Energy Resources to look at potential energy efficiencies, savings and rebates.

Mr. Clavet and Mr. Crooker will schedule a meeting and report back at the March meeting.

C. CHS ADA Interior Code Compliance

Mr. Clavet stated the State grant application for this project has been filed and is awaiting review. Mr. Masciana stated the application process is streamlined; however the review process is slow, and without State approval this project cannot move forward.

D. CHS Exterior Storage Building

Mr. Durkee stated the target completion date for this project is April 1, 2019, weather permitting. There was a brief discussion.

E. Emergency Shelter Generators Hook-up Plugs

The Commissioners reviewed the closeout documentation for this project. There was a brief discussion about options for the money leftover in the budget. This project can be taken off of the agenda. Mr. Robitaille noted Mr. Durkee's good work on this project.

F. Doolittle Cafeteria Renovation

Mr. Noewatne stated a final accounting and closeout documentation will be issued at the March meeting.

G. Districtwide Roofs

Mr. Clavet stated the Town Council approved the roof repair/replacement at CHS. He and Mr. Bowman will meet to review the preliminary list of district wide roof repairs and replacements. An additional \$250,000 has been allocated for this project. There was a brief discussion.

H. Roof Replacement at Town Buildings

Fire Headquarters:

Mr. Bowman stated the roof replacement at Fire Headquarters has been completed. Mr. Noewatne stated the final accounting and closeout report are included in the packet for tonight's meeting.

MOTION by Mr. McKenney to accept the final accounting and close out documentation for this project.

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

Library:

Mr. Bowman stated the contract for design and construction administration was awarded to Frank Gilroy. There was a brief discussion.

I. Library Renovation

Mr. Bowman stated the first portion of this project has been completed. The second, larger portion of this project is currently in the design phase.

J. Park Bathroom Upgrades

Mr. Arai stated three bids were received in response to the RFP. The bid by Pelletier was significantly lower than the other two bids. Mr. Arai stated Jan Wojas is reviewing this matter to ensure all of the bids cover the scope of work. There was a brief discussion.

K. Solar Carport at Police Headquarters

Mr. Arai stated he received the designs today and this project is ready to be reviewed by Planning and Zoning. A test boring came up with an anomaly in the soil which is being reviewed. Mr. Noewatne stated this is a design build project. There was a brief discussion.

L. Pool Cogeneration

Mr. Arai stated the design is complete. The permit application process is in progress. The pad is installed and the unit is on site. There was a brief discussion.

M. Boiler Replacement at Fire HQ, Annex and Police Station

MOTION by Mr. Durkee to issue an RFP to hire a design professional for this project.

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

N. Pool Ground Improvements & Facility Enhancements

This is a self contained project that was recently assigned to the PBC. An update is expected at March's meeting.

O. Cafeteria Renovations

Mr. Durkee and Mr. Clavet met with school staff regarding the scope of this project. Mr. Masciana stated he and Mr. Clavet have met with Madeleine Diker about the desired renovations. There was a brief discussion.

P. Window Replacement (South Elevation) CHS

MOTION by Mr. Clavet for the PBC to recommend that the Town Council issue a bid waiver and award the contract to include design, bidding and construction administration to Silver/Petrucci in the amount of \$17,900.00.

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

Q. Insulate Tunnel Steam Piping

Mr. Noewatne stated the budget for this project is \$110,000.

R. Unit Ventilator Replacements - Norton School

Mr. Clavet stated he vetted this project last year and is in the process of reviewing the cost, scope of work, etc. There was a brief discussion.

S. Underground Oil Storage Tank Removal/Replacement

Mr. Clavet gave a detailed explanation of the specification and scope of work for this multifaceted project. There was a brief discussion.

MOTION by Mr. Clavet that the PBC recommend that the Town Council issue a bid waiver and award the contract to include design, bidding, construction administration and State Grant assistance to Silver/Petrucci in the amount of \$8,640.00 for work to be done at Doolittle School.

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

MOTION by Mr. Clavet that the PBC recommend that the Town Council issue a bid waiver and award the contract to include design, bidding, construction administration and State Grant assistance to Silver/Petrucci in the amount of \$8,150.00 for work to be done at Darcy School.

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

MOTION by Mr. Clavet for the PBC to recommend that the Town Council approve an invitation to bid for this project in accordance with the specifications discussed.

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

T. School Masonry Restoration - Districtwide

Mr. McKenney stated he will have more information on this project for March's meeting.

U. School Security Improvements - Districtwide

Mr. Masciana stated \$1,090,000 has been approved by the State for school security improvements. Mr. Arai and Mr. Clavet agreed to be on the subcommittee for this project.

IX. OTHER OLD BUSINESS OF THE PBC

None.

X. NEW BUSINESS

A. Code of Ordinances - Conflict of Interest

Mr. Noewatne stated a copy of Sections 9.3 and 10.1 of the Code of Ordinances regarding Conflicts of Interest is included in the packet.

X. ADJOURNMENT

MOTION by Mr. Bowman to adjourn at 8:10 p.m.

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

Attest,

Karen Gill
Recording Secretary