

**PUBLIC BUILDING COMMISSION – Meeting Minutes  
Regular Meeting - Wednesday, April 3, 2019 - 7:00 P.M.  
Town Hall, 84 South Main Street - Council Chambers**

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

Additional Present: Mr. George Noewatne, Director of Public Works  
Mr. Vincent Masciana, Chief Operation Officer, Board of Education  
Mr. Paul Bowman, Town Council Liaison

**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 - March 6, 2019 Regular Meeting**

**MOTION** by Mr. Clavet to approve the minutes of the March 6, 2019 regular meeting with the following corrections: Mr. Crooker's name should be corrected from Mr. Crocker to Mr. Crooker; and one of the two entries of Mr. Richard Clavet's name should be removed.

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

## **VIII. OLD BUSINESS**

### **1. PBC Ordinance revision**

Mr. Robitaille stated there is no update on this matter. The PBC and Town Council are still trying to coordinate a meeting to discuss this matter.

### **2. PROJECTS**

#### **A. Districtwide Lavatory Improvements**

##### **Norton Bathrooms:**

Mr. McKenney stated the final report and accounting are expected for the May meeting.

##### **Doolittle Bathrooms:**

Mr. Clavet stated there is a pre-construction meeting on April 18, 2019 at 8:00 a.m.

#### **B. Utility Tunnel Improvements**

Mr. Clavet stated inspections will take place this summer.

#### **C. CHS ADA Interior Code Compliance**

Mr. Clavet stated the State grant application for this project has been filed and is awaiting review. Mr. Clavet stated it does not look good for this project to be started this summer.

#### **D. CHS Exterior Storage Building**

Mr. Bowman stated this project is progressing well. The interior of the storage building looks good, but partitions were not included in the design.

There was a brief discussion about options for installing partitions. Mr. Masciana circulated a picture of the building as of today. Mr. Noewatne stated the contractor submitted a work order to extend the deadline of April 1, 2019 for substantial completion. There was a lengthy discussion.

**MOTION** by Mr. Durkee for the PBC to recommend that the Town Council deny the change order, be lenient on the remedy of liquidating damages and accept the new completion date of April 10, 2019.

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

E. Doolittle Cafeteria Renovation

Mr. Durkee stated this project is completed and the close out documents are expected for the May meeting. Mr. Clavet stated the canopies have not been reinstalled. The process is more complex than anticipated.

F. Roof Replacement at Town Buildings

Mr. Bowman stated the design of the roof at the library is in process by the roof engineer, Frank Gilroy. The design is expected to be completed by the end of April.

G. Park Bathroom Upgrades

Mr. Noewatne stated the Town Council approved the bid waiver and awarded the contract to Pelletier Construction. Mr. Noewathe stated portable facilities will be used in the interim.

H. Solar Carport at Police Headquarters

Mr. Arai stated this project is awaiting Planning and zoning approval. The revised plans will be presented on April 8, 2019.

I. Pool Combined Heat and Power Unit (Cogeneration)

Mr. Arai stated installation of the mechanical and electrical equipment is on going and expected to be completed by April 26, 2019. The necessary communication between Apex and Aegis is being coordinated. Also in progress is the final installation, inspection and pressure testing of the new gas connection.

J. Boiler Replacement at Fire HQ Annex and Police Station

Mr. Noewatne stated the RFP for this project will go out next week.

K. Pool Ground Improvements & Facility Enhancements

Mr. Noewatne stated the scope of the summer project is in the process of being developed.

L. Cafeteria Renovations

Mr. Durkee stated the Town Council approved the \$1,7500 for the architect to design this project. There was brief discussion.

M. Window Replacement (South Elevation) CHS

Mr. Clavet stated site visits and due diligence are in process. Silver-Petrucci expects to have the bid set ready by the May meeting.

N. Insulate Tunnel Steam Piping - CHS

Mr. Clavet stated this project is ongoing.

O. Unit Ventilator Replacements - Norton School

Mr. Clavet stated there is a meeting scheduled next week with Trane to discuss the scope of this project. There was a brief discussion.

P. Underground Oil Storage Tank Removal/Replacement

**Doolittle** - The Town Council approved the bid waiver to Silver-Petrucci for the storage tank replacement in the amount of \$8,640.00.

**Humiston** - The Town Council approved the bid advertisement for removal of the underground storage tank.

**Chapman** - The Town Council approved the bid advertisement for removal of the underground storage tank.

**Dodd** - The Town Council approved the bid advertisement for removal of the underground storage tank.

**Darcy** - The Town Council approved the bid waiver to Silver-Petrucci for tank replacement in the amount of \$8,150.00.

Q. School Masonry Restoration

Mr. Clavet stated he will have an update on this project for the May meeting.

R. School Security Improvements

Mr. Arai stated the RFP for design services has been issued. There was a lengthy discussion about the scope of work for each individual school.

**IX. OTHER OLD BUSINESS OF THE PBC**

A. Project Management Options

**MOTION** by Mr. Clavet to table discussion on this matter.

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

**X. NEW BUSINESS**

A. Communications

There was no discussion on this matter.

**X. ADJOURNMENT**

**MOTION** by Mr. Robitaille to adjourn at 7:54 p.m.

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

Attest,

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Karen Gill  
Recording Secretary