

**PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, June 5, 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. Phillip Bowman
Mr. Richard Gusenburg

Members Absent: Mr. Steven Durkee
Mr. David Arai

Additional Present: Mr. George Noewatne, Director of Public Works

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 was determined.

III. PUBLIC ADDRESS

There was no public address.

IV. GENERAL CORRESPONDENCE

There was no general correspondence.

V. APPROVAL OF MINUTES - May 8, 2019 Regular Meeting

MOTION by Mr. McKenney to approve the minutes of the May 8, 2019 regular meeting.

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

VIII. OLD BUSINESS

1. PBC Ordinance revision

The PBC is still awaiting a rescheduled meeting with the Town Council to discuss this matter.

2. PROJECTS

A. Districtwide Lavatory Improvements

Norton Bathrooms:

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

Doolittle Bathrooms:

Mr. McKenney stated there is a preconstruction meeting on June 21, 2019. Mr. Clavet stated there is a meeting next Thursday for the delivery of dumpsters, etc.

B. Utility Tunnel Improvements

MOTION by Mr. Crooker to accept the May 20, 2019 proposal for tunnel inspections from Geolnsight in the amount of \$7,700.00.

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

C. CHS ADA Interior Code Compliance

Mr. Clavet stated there is no update on this matter. The State grant application has been filed and is awaiting review.

D. CHS Exterior Storage Building

This project is completed except for a few punch list items that Mr. Clavet is overseeing.

E. Doolittle Cafeteria Renovation

Mr. Clavet stated this project is completed and awaiting a closeout/final report.

F. Roof Replacement at Town Buildings

Mr. Bowman stated Frank Gilroy is done with the scope and design and an RFP is expected to be issued in the next 30 days. There was a brief discussion.

G. BOE District-wide Roof Repairs and Replacements

MOTION by Mr. Clavet for the PBC to recommend the Town Council issue a bid waiver for New England Masonry in an amount not to exceed \$150,848.79 for work to be completed in the summer of 2019 based on the priority list presented by Mr. Clavet .

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

H. Park Bathroom Upgrades

Mr. Crooker stated a pre-construction meeting was held and this project is ready to go. Mr. Noewatne stated the change in scope at Mixville Park necessitates that this project go before Planning and Zoning.

Mr. Noewatne stated temporary fencing will be necessary at Mixville Park during construction.

MOTION by Mr. McKenney to approve temporary fencing in the amount of \$3,775.21.

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

Mr. Noewatne stated a change order has been submitted recommending installation of a 5-person trailer to be used as a temporary restroom at Mixville Park during construction.

MOTION by Mr. Clavet to approve the Change Order recommending installation of a 5-person trailer to be used as a temporary restroom at

Mixville Park during construction, in an amount not to exceed \$5,000.00. A Certificate of Insurance must be included.

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

I. Solar Carport at Police Headquarters

Mr. Noewatne stated the design for this project is still in process.

J. Pool Combined Heat and Power Unit (Cogeneration)

Mr. Noewatne stated the final start up date for this project is June 10, 2019.

K. Boiler Replacement at Fire HQ Annex and Police Station

Mr. Noewatne stated the RFP will be issued for this project.

L. Pool Ground Improvements & Facility Enhancements

Mr. Nash stated this project is completed.

M. Cafeteria Renovations

Mr. Noewatne stated this project is ready to go out to bid and he will send the bid set for review.

N. Window Replacement (South Elevation) CHS

Mr. Clavet stated there is no update on this project. It is expected to go out to bid in December or January.

O. Insulate Tunnel Steam Piping - CHS

Mr. Clavet stated the Town Council approved JK Resources for this project and work is expected to begin on June 18, 2019.

P. Unit Ventilator Replacements - Norton School

Mr. Clavet stated there is no update on this project.

Q. Underground Oil Storage Tank Removal/Replacement

Doolittle

Mr. Clavet stated this project has been submitted to the State for grant approval. He is not hopeful this project can be completed this year.

Humiston

Mr. Clavet stated the contract for this project is being finalized.

Chapman

Mr. Clavet stated the contract for this project is being finalized.

Dodd

Mr. Clavet stated the contract for this project is being finalized.

Darcy

Mr. Clavet stated this project has been submitted to the State for grant approval. He is not hopeful this project can be completed this year.

R. School Masonry Restoration

MOTION by Mr. McKenney for the PBC to recommend the Town Council issue a bid waiver and hire New England Masonry for this project in an amount not to exceed \$110,000.00.

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

S. School Security Improvements

Mr. Clavet stated there is no update on this project at this time.

IX. OTHER OLD BUSINESS OF THE PBC

A. Project Management Options

There was no discussion on this matter.

X. NEW BUSINESS

A. Communications

There was no discussion on this matter.

XI. ADJOURNMENT

MOTION by Mr. McKenney to adjourn at 7:45 p.m.

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

Attest,

Karen Gill
Recording Secretary