

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, September 4, 2019 - 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: None

Additional Present: Mr. Vincent Masciana, Chief Operating Officer, BOE

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 - August 7, 2019 Regular Meeting

MOTION by Mr. Clavet to approve the minutes of the August 7, 2019 regular meeting.

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 without Geolnsight invoice #56401 dated August 9, 2019 in the amount of \$3,900.00.

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

MOTION by Mr. Clavet to release payment of Geolnsight invoice #56401 dated August 9, 2019 in the amount of \$3,900.00 upon receipt of the tunnel inspection report.

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

VIII. OLD BUSINESS

1. PROJECTS

A. Districtwide Lavatory Improvements

Doolittle Bathrooms:

Mr. Clavet stated there are a few punch list items to be completed and is awaiting the closeout documents, etc. There was a discussion regarding the required male/female bathroom ratio and the needs of the building. Mr. Masciana will discuss this matter with the principal.

B. Utility Tunnel Improvements

Mr. Clavet stated the tunnel inspection report has not been received. The issues identified during the inspection are being remediated.

C. CHS ADA Interior Code Compliance

Mr. Masciana stated a follow up with the State regarding the grant application identified a missing form from DEMHS. That document is being procured which will hopefully move the application forward.

D. CHS Exterior Storage Building

Mr. Bowman stated this project is completed and can be taken off of the agenda.

E. Roof Replacement at Town Buildings

There was a discussion regarding the email proposal from Jon Petersen for replacement of rooftop HVAC at the Cheshire Public Library.

MOTION by Mr. Bowman to accept Jon Petersen's email proposal dated August 9, 2019 in the amount of \$7,000.00 for HVAC design/utility rebates at the Cheshire Public Library, with the stipulation that load calculations will be required.

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

F. BOE District-wide Roof Repairs and Replacements

Mr. Clavet stated this project is ongoing with good progress being made throughout the District.

G. Park Bathroom Upgrades

Mr. Arai stated the Mixville renovations are moving along. There was a discussion about the painting change order.

MOTION by Mr. Arai to table any action regarding the painting change order.

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

H. Solar Carport at Police Headquarters

Mr. Arai stated a pre-construction meeting has been held and this project is mobilizing.

I. Boiler Replacement at Fire HQ Annex and Police Station

Mr. Bowman stated the design and invitation to bid are completed. There was a brief discussion.

MOTION by Mr. Clavet for the PBC to recommend the Town Council approve bidding of the boiler upgrades at Fire HQ and Annex, conditional on Mr. Noewatne's review and approval of the bid documents.

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

J. Pool Ground Improvements & Facility Enhancements

The closeout report for this project is expected at next month's meeting.

K. Cafeteria Renovations - Highland - Government Freezer Replacement

Mr. Durkee stated the minutes of the subcommittee meeting were omitted from the packet. There was a lengthy discussion about the budget, scope and other complications of this project. This project cannot currently be funded with the allocated budget, but must be done.

MOTION by Mr. Durkee to request the Town Council allocate an additional \$63,000 to the budget for this project so that it can be completed.

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

L. Window Replacement (South Elevation) CHS

Mr. Clavet stated this project is going to referendum.

M. Insulate Tunnel Steam Piping - CHS

Mr. Clavet stated this project is 100% completed.

Mr. Clavet stated this is a 2020 project.

N. Unit Ventilator Replacements - Norton School

Mr. Clavet stated this is a 2020 project.

O. Underground Oil Storage Tank Removal/Replacement

Doolittle

Mr. Clavet stated an issue with the same missing DEMHS document as the grant application on the ADA Code Compliance project. That document is being procured which will hopefully move the approval process along.

Humiston

Final report to be issued.

Chapman

Final report to be issued.

Dodd

Final report to be issued.

Darcy

Mr. Clavet stated an issue with the same missing DEMHS document as the grant application on the ADA Code Compliance project. That document is being procured which will hopefully move the approval process along.

P. School Masonry Restoration

Mr. Clavet stated this project is completed and under budget. A lot of work was done at Dodd and CHS.

Q. School Security Improvements

Mr. Arai stated two bidders were interviewed for this project. There was a discussion.

MOTION by Mr. Clavet to recommend the contract for this project be awarded to Friar Architecture in the amount of \$44,650.00, professional services to include design, bidding and construction administration at various Cheshire Public Schools.

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

IX. OTHER OLD BUSINESS OF THE PBC

A. Project Management Options

There was no discussion on this matter.

X. NEW BUSINESS

A. Mr. Gusenburg's resignation letter was acknowledged.

B. Mr. Nash stated the August 27th Capital Budget approval will result in more projects being assigned to the PBC.

C. There was no discussion regarding election of officers.

D. The additional funding for the CHS ADA upgrades was acknowledged.

XI. ADJOURNMENT

MOTION by Mr. Crooker to adjourn at 7:59 p.m.

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

Attest,

Karen Gill
Recording Secretary