

**PUBLIC BUILDING COMMISSION – Meeting Minutes**  
**Regular Meeting - Wednesday, November 13, 2019 - 7:00 P.M.**  
**Town Hall - 84 South Main Street - Room 207**

Members Present: Mr. Mark Nash  
Mr. Vincent Robitaille  
Mr. Jim McKenney (7:20)  
Mr. Art Crooker  
Mr. David Arai  
Mr. Steven Durkee  
Mr. Phillip Bowman

Members Absent: Mr. Richard Clavet

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 - October 2, 2019 Regular Meeting**

**MOTION** by Mr. Arai to approve the minutes of the October 2, 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. Bowman to approve the Consent Calendar.

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

## VIII. OLD BUSINESS

### 1. PROJECTS

A. Districtwide Lavatory Improvements

#### **Doolittle Bathrooms:**

Mr. Nash stated on behalf of Mr. Clavet that this project is completed except for a few punch list items and receipt of the closeout documents. The signage on the men's and women's bathrooms at have been changed to gender neutral "staff" bathrooms.

B. Utility Tunnel Improvements at CHS

Mr. Nash stated on behalf of Mr. Clavet that the report from Geolnsight was received on November 4, 2019. The issues identified in the report are being remediated.

C. CHS ADA Interior Code Compliance

Mr. Arai stated a meeting was held to review the plans and specifications. A resolution and signatures are needed from the Town by the preconstruction meeting scheduled for November 20, 2019. This project is expected to go out to bid in January.

**MOTION** by Mr. Arai for the PBC to adopt the following:

"We certify that these final plans and project manual(s) as prepared for bidding and dated 10/14/2019, and the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building and Related Sitework- UNIFORMAT II for this project, dated 10/14/2019, have been reviewed and approved for this project on the dates shown above."

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

D. Roof Replacement at Town Buildings

Mr. Noewatne stated the bid documents are expected to be ready for next month's meeting and this project will go out to bid in January.

E. BOE District-wide Roof Repairs and Replacements

Mr. Nash stated on behalf of Mr Clavet that after approval of the \$150,848.79 invoice to New England Masonry & Roofing for the new roofing at CHS, Norton and Chapman, the budget for this project has a zero balance.

F. Park Bathroom Upgrades

Mr. Arai stated that this project is moving along. Mixville is essentially completed, except for a few punch list items. McNamara is done and work has begun at Cheshire Park and Lock 12.

G. Solar Carport at Police Headquarters

Mr. Arai stated this project is close to done. There was a discussion regarding the gaps in the roof and the lack of an under structure. Mr. Arai stated this matter is being discussed with the contractor.

H. Boiler Replacement at Fire HQ Annex and Police Station

**MOTION** by Mr. Bowman for the PBC to recommend to the Town Council that the contract be awarded to Sav Mor Cooling in the amount of \$138,800.00.

**SECONDED** by Mr. Arai and passed 7-0-1, with an abstention by Mr McKenney.

**MOTION** by Mr. Bowman for the PBC to request an additional \$30,000.00 from the Town Council for this project.

**SECONDED** by Mr. Durkee and passed 7-0-1, with an abstention by Mr McKenney.

I. Cafeteria Renovations - Highland - Government Freezer Replacement

Mr. Durkee stated that this project moving along. Demolition is scheduled to begin November 11, 2019. There was a discussion about the possibility of a new awning system.

J. Window Replacement (South Elevation) CHS

Mr. Nash stated on behalf of Mr. Clavet that the application is still awaiting State approval and an additional \$250,000.00 was approved for this project at referendum.

K. Insulate Tunnel Steam Piping - CHS

This project in awaiting close out documentation.

L. Unit Ventilator Replacements - Norton School

There was no update on this matter.

M. Underground Oil Storage Tank Removal/Replacement

**Doolittle**

Awaiting State approval to bid.

**Darcy**

Awaiting State approval to bid.

N. School Masonry Restoration

After approval of the invoice for New England Masonry & Roofing in the amount of \$109,430.23, there is a balance of \$569.77 left in the budget for this project.

O. School Security Improvements

Mr. Arai stated there have been two meetings with Friar regarding the design. The principals attended these meetings and some complications were identified at Norton, Chapman and CHS. There was a brief discussion.

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

A. Raise limits for approvals by subcommittees and staff (currently \$5,000.00)

and \$2,500.00)

**MOTION** by Mr. McKenney to raise limits for approvals by subcommittees and staff from \$5,000.00 to \$10,000.00 and from \$2,500.00 to \$5,000.00.

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

B. It was noted that \$106,000.00 has been added for project management to the CHS ADA upgrades.

## **X. NEW BUSINESS**

A. Election of Officers

Mr. Nash stated he is submitting his resignation from the PBC effective immediately.

There was a lengthy discussion.

Elections were deferred until next month.

## **XI. ADJOURNMENT**

**MOTION** by Mr. Bowman to adjourn at 8:00 p.m.

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

Attest,

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Karen Gill  
Recording Secretary