

Public Building Commission
January 2, 2013
Regular Meeting
Council Chambers Town Hall

Members Present: Mr. James Brennan (Secretary)
Mr. Art Crooker
Mr. Keith Goldberg
Mr. James McKenney
Mr. Mark Nash
Mr. John Purtill (Chairman)
Mr. Vincent Robitaille

Members Absent: Mr. Joseph Barba
Mr. Ed Hill

User Members Present: There were no user members present.

Others Present: Mr. George Noewatne, Operations Manager, Public Works
Mr. Dan Marseglia, Department of Education
Mr. Vincent Masciana, Assistant Superintendent
Mr. James Sima, Town Council liaison

The Chair called the meeting to order at 7:00 p.m. Roll was called and a quorum determined. The assembled group recited the Pledge of Allegiance. Mr. Purtill explained to the audience how to exit the chamber in the event of an emergency, in compliance with the Fire Marshal's order.

APPROVAL OF MINUTES

Mr. Nash moved that the minutes of the regular monthly meeting of December 5, 2012, be approved as published, subject to correction.

Corrections: Page 4, first line, correct spelling should be Mr. *Crooker*.

The motion to approve the minutes as amended was seconded by Mr. McKenney and carried unanimously.

Mr. Goldberg moved that the Public Building Commission approve the minutes of the Cheshire High School & Highland School Generator Project subcommittee meeting of December 5, 2012 as published, subject to correction. The motion was seconded by Mr. Crooker and carried unanimously.

Mr. Crooker moved that the Public Building Commission approve the minutes of the CHS Tunnel Reparation Committee meeting of December 4, 2012, as

published, subject to correction. The motion was seconded by Mr. Nash and carried unanimously.

PUBLIC ADDRESS

The Chair invited members of the audience to address the Commission, but there was no one wishing to do so.

GENERAL CORRESPONDENCE

Mr. Purtill stated that all correspondence received would be addressed under the appropriate subcommittee report.

MONTHLY FINANCIAL STATUS REPORT

Commissioners received copies of the monthly financial status report in their packets.

CONSENT CALENDAR

Mr. McKenney moved that the Public Building Commission approve the Consent Calendar as follows:

I. DPW ROOF PROJECT

BL Companies, Invoice #09D1457-B-7 \$343.32

II. CHESHIRE POOL VENTILATION PROJECT

AAON, Invoice #585477 \$46,650.00

The motion was seconded by Mr. Brennan and carried unanimously.

REPORT ON INVOICES PAID

Mr. Noewatne reported that there were no invoices processed administratively this month.

TOWN ATTORNEY LEGAL ISSUES

Mr. Purtill stated that the changes to the PBC Ordinance will be discussed later in the meeting.

It was the consensus of the Authority to alter the agenda to take up the Pool Dehumidification Project as the first project for discussion.

POOL DEHUMIDIFICATION PROJECT (Mr. Robitaille)

Mr. Robitaille informed the Authority that the subcommittee met and reviewed the proposed design and estimated project costs. Mr. Greg Longo passed out design documents for Commissioners to review.

Mr. Robitaille moved that the Public Building Commission approve the design for the Pool Dehumidification Project and recommend to the Town Council that the project be placed out to bid. The motion was seconded by Mr. Goldberg.

Discussion of Motion:

Total costs for the project are expected to be \$151,687.50. In response to a query from the Commission, Mr. Longo stated that there are two alternatives to the project, Add #1 to lengthen the duct sock and Add #2 to connect to the BMS. Those additions would bring the cost to \$168,187.50.

Mr. Purtill explained that the original appropriation from the Town Council was \$180,000 to 190,000 and the original project as it was bid would have been \$250,000. The PBC rejected that bid and the project was scaled back. At this time it is well within the working budget.

Mr. Rioux advised that the Commission specify the cost that is going to be expected, so the project can be bid accordingly. He noted that the equipment has already been purchased by the Town, and the contractor will only be doing the installation.

Vote on Motion: Carried unanimously.

SENIOR CENTER ELEVATOR (Mr. Robitaille)

It was reported that the RFP has been sent out and responses are due back by the end of the month. Mr. Noewatne stated that the current elevator is still functioning so there is no urgency relating to the elevator.

ENERGY PERFORMANCE CONTRACTING (Mr. Goldberg)

There was nothing to report regarding this project at this time.

UTILITY TUNNEL IMPROVEMENTS AT CHS (Mr. Crooker)

Mr. Crooker informed the Commission that materials are expected to be delivered shortly.

CHS SPORTS LOCKER PROJECT (Mr. Nash)

Mr. Nash informed the Commission that seven RFQ's were received today. The subcommittee will review the responses and most likely interview three design professionals.

Mr. Sima expressed concern that the Town Council has not seen any design plans to date. Mr. Nash responded that part of the RFQ is to follow all necessary steps, which include design by the selected professional. At this point there is no specific design—just a conceptual design. Mr. Sima stated that conceptual design must be brought before the Town Council.

Mr. Purtill stated that part of the process must be to address user needs. Part of the RFQ is to present what the current thinking is of all participants. Mr. Nash reminded everyone that at this point the project is just a concept and may change. Mr. McKenney inquired as to whether the Town Council has appointed user members for the project. Mr. Sima responded that they have not done so at this time.

Mr. McKenney further stated that in the past, as per PBC Procedures, the three professionals selected by the subcommittee have come before the full Commission to be interviewed. It was noted that this procedure has not always been followed in recent projects in order to expedite the process. Mr. McKenney stated that the user members should also have a vote in the selection process.

Mr. Purtill noted the importance of involving as many representatives from as many sports and other activities as possible. It is not just a football facility. Mr. Masciana stated that the purpose of the RFQ was to obtain some qualified firms to make recommendations and then go to the town Council. He feels that the design professional should be selected first, then the user members should be appointed.

Mr. Rioux stated that it is most important in a project where there are many different classes of users that the right chemistry be present among members during the process. That can determine the success of the project. User members' input is extremely valuable, even in the selection of a design professional, according to Mr. Rioux.

Mr. McKenney stated that certainly there can be public input, but only appointed user members may vote on matters relating to the project.

Mr. Nash opined that the more people involved in the selection the more muddled the process becomes. The project will not get off to a good start if there are too many people involved in the design professional selection process. The purpose of the Commission is to delegate authority.

Mr. Robitaille stated that user member input is extremely significant with this project, and Mr. Crooker agreed. Mr. Nash commented that part of the process of the RFQ is to find a firm who has done projects of this type.

Mr. Purtill commented that other projects, such as the turf project and the CHS tunnel project were speced out before they came to the Commission. He stated that a case could be made either way—to bring the professionals before the full Commission, or to delegate that responsibility to the subcommittee. It seems to have worked both ways in the past.

Mr. Noewatne noted that at this point the charge is to get a basic schematic design and cost estimate, which must be included as part of the Capital Budget. It is hoped that the project can go to referendum in November 2013, although Mr. McKenney offered that he doubted that the project would be ready to go at that time.

In response to a query from Mr. McKenney, Mr. Masciana stated that this is considered a school project any should be eligible for State reimbursement. Mr. McKenney noted that all procedures required by the State must be followed if reimbursement is going to be requested.

Mr. Masciana suggested that the Commission utilize user participants in the design professional selection if actually user members are not in place.

Mr. Nash moved that he is comfortable using the same process for design professional selection as has been used for some projects in the past, with the subcommittee interviewing the three finalists and recommending the selection to the full Commission at the next regular monthly meeting. Following that the Commission will request that the Town Council appoint four user members for this project. The motion was seconded by Mr. Goldberg.

Discussion of Motion:

Mr. McKenney offered that he is in agreement with the appointment of four user members, but feels that proper procedures should be followed and the final three design professionals should be interviewed by the full Commission.

Mr. Nash disagreed, stating that allowing the subcommittee to make the selection will expedite the process. He feels it is important to keep the process as simple as possible. Mr. McKenney stated that the PBC Procedures should be followed which call for the full Commission to make the final selection of the design professional. Mr. Brennan suggested that approval of the motion be contingent upon what is stated in the PBC Procedures. Mr. Nash stated that he is comfortable with the wording of the motion as stated.

Vote on Motion: Carried 5-2. Mr. McKenney and Mr. Brennan voted in opposition.

PBC ORDINANCE AND PROCEDURES (Mr. Robitaille)

Mr. Robitaille commented that he has not had time to review the procedures. Mr. Purtill stated that the revisions that he made have been approved by the Town Attorney and are now in the hands of the Town Council Ordinance Committee for review. Mr. Purtill and Mr. Robitaille will attend the Town Council Ordinance Committee meeting next week.

DISTRICT FLOORING REPLACEMENT (Mr. Brennan)

Mr. Marseglia informed the Commission that he will have all necessary information regarding specs, pricing, asbestos, etc. for the next meeting. He is recommending selecting the same firm that did flooring work at other schools as they have done an excellent job in the past.

DISTRICT SIDEWALK, CHIMNEY & MASONRY REPAIRS (Mr. McKenney)

Mr. McKenney informed the Commission that the Board of Education has all necessary information to initiate this process, and he will present it at the next Commission meeting.

EMERGENCY SHELTER GENERATORS (Mr. Goldberg)

Mr. Goldberg stated that there is nothing to report regarding this project at this time.

PUBLIC WORKS GARAGE ROOF & EXTERIOR DOORS (Mr. Hill)

There was nothing to report regarding this project at this time.

CHS WEST GYM ROOF

Mr. Marseglia informed the Commission that the west gym roof was all set to be installed on the same day that a snowstorm occurred. The next day the entire roof was frozen and no work could be completed. It is anticipated that there will be some warming next week. Silkton has been inspecting the roof almost daily and will come out to make any necessary repairs.

Mr. Marseglia stated that he is reluctant to recommend that staff go on the roof with snow blowers and shovels because of the condition of the roof. So far there have been no leaks. The drain work has been completed.

NEW BUSINESS

2013 Calendar of Meeting Dates

Mr. McKenney moved that the Public Building Commission approve the calendar of meeting dates, as presented, with the change of the July meeting to July 10. The motion was seconded by Mr. Robitaille.

Meeting Dates for 2013

Wednesday, January 2, 2013
Wednesday, February 6, 2013
Wednesday, March 6, 2013
Wednesday, April 3, 2013
Wednesday, May 1, 2013
Wednesday, June 5, 2013
Wednesday, July 10, 2013
Wednesday, August 7, 2013
Wednesday, September 4, 2013
Wednesday, October 2, 2013
Wednesday, November 6, 2013
Wednesday, December 4, 2013
Wednesday, January 8, 2014

The motion to approve the meeting dates, as amended, carried unanimously.

OLD BUSINESS

There was no old business to come before the Commission.

ADJOURNMENT

Mr. McKenney moved that the Public Building Commission adjourn at 8: 35 p.m. The motion was seconded by Mr. Goldberg and carried unanimously.

Respectfully submitted,

Mr. John Purtill Chairman
Public Building Commission

Attest:

Susan F. Zwick

