

**MINUTES OF THE CHESHIRE PUBLIC BUILDING COMMISSION MEETING HELD  
ON THURSDAY, NOVEMBER 7, 2013, AT 7:00 P.M. IN ROOM 207, TOWN HALL, 84  
SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

John Purtill, Chairman; Joe Barba, Art Crooker, Ed Hill, James McKenney, Mark Nash,  
Vincent Robataillie

Absent: James Brennan, Keith Goldberg

Staff: George Noewatne, PW Director; Vincent Masciana, Director of Management  
Services, Dept. of Education; Dan Marsaglia, Maintenance Director, DOE  
James Sima, Town Council Liaison

**I. ROLL CALL**

Roll was called and a quorum was determined to be present.

The group Pledged Allegiance to the Flag.

**II. PUBLIC ADDRESS**

There was no public address.

**III. GENERAL CORRESPONDENCE**

Chairman Purtill advised that the list of projects given to the PBC has been received,  
and a copy was distributed to each Commissioner.

**IV. MONTHLY FINANCIAL STATUS REPORT**

Report was in the PBC packets.

With regard to the flooring project, \$34,000 overage, Mr. Noewatne reported that the  
BOE agreed to pickup any overage on this project.

**V. CONSENT CALENDAR**

MOTION by Mr. McKenney; seconded by Mr. Barba.

MOVED that the Public Building Commission approve and accept the Consent Calendar  
for November 7, 2013.

VOTE        The motion passed unanimously by those present.

**VI. TOWN ATTORNEY LEGAL ISSUES – PBC Regulation Review meetings  
To be scheduled.**

Chairman Purtill informed the Commissioners that the Town Council Ordinance Review  
Committee (ORC) reviewed the PBC ordinance, line by line; minor changes were made;  
the ordinance was sent back to the Town Attorney (Johnson) for review; and this legal  
review has been completed. Attorney Johnson and the ORC will meet again for final  
review, and then forward the revised ordinance to the full Town Council for approval.

## VII. PROJECTS

### 1. Senior Center Elevator (Mr. Robitaille)

a. Elevator bid was received October 22, 2013.

b. Recommend the Council approve the award of the elevator bid.

Mr. Robitaille reported that the bids have been received; the subcommittee selected the 2<sup>nd</sup> lowest qualified bidder as the 1<sup>st</sup> bidder did not bid the specs; J. A. Rosa is the recommended company for the project.

The Commission was informed by Mr. Noewatne that he spoke to Independent Elevator, the company that did not bid the specs, and there are no issues and they will not pursue it further.

For the record, Mr. McKenney stated the company was disqualified because they did not bid the specs.

MOTION by Mr. Robitaille; seconded by Mr. McKenney.

MOVED that the Public Building Commission award the Senior Center Elevator Project to J.A. Rosa as the lowest qualified bidder; and it is noted that Independent Elevator (lowest qualified bidder) was disqualified because they did not bid the job for the elevator specs as listed in the bid.

#### Discussion

Mr. Noewatne stated the operative difference is that this is to be a hydraulic elevator and they bid a cable elevator.

Mr. Robitaille advised that the contract for the project is well within budget.

VOTE The motion passed unanimously by those present.

### 2. Energy Performance Contracting (Mr. Goldberg)

a. Town Staff, Ameresco and ECG are holding weekly meetings to review the scope of the project.

Nothing new on this project.

### 3. Utility Tunnel Improvements at CHS (Mr. Crooker)

a. Project is complete – awaiting administrative paperwork to make final payment

b. Dehumidification of tunnels?

The job is done; everything looks great; want to get a list of ratings over a length of time to know the tunnels stay dry, and no further action is required. The sidewalk in the courtyard is going in, and no cash retention is being held.

Mr. Noewatne stated that the tunnel project is paid to date. The only issue could be in the summer time when humidity goes up in the tunnels, and there is a question about putting in a humidified, which could be a maintenance nightmare.

In the heating season, Mr. Masciana said the levels are good, and issues should be looked at, again, in the spring/summer seasons.

Mr. Crooker said the sensors are in place, and if there is a big problem it will have to be dealt with.

#### **4. CHS Sports Locker Project (Mr. Nash)**

##### **a. Status update**

This project is on hold. Mr. Purtill advised that he met with Councilor Schrumm, and on the table is the PBC doing the job, as intended, to fix the locker rooms. Or, the project will be given to the BOE. There is \$350,000 for bathrooms and the concession stand project.

For the record, Mr. Hill stated that if the Council instructs the PBC to do the locker room project, the job will be done. But, Mr. Hill does not believe in this project.

According to Mr. Masciana, the Council meets next week for approval of the project assignments. The locker room project will go out to bid, a price will be received, and then decisions can be made. This is the same for the bathroom(s) and concession stand improvements project.

With the locker room project, Mr. Purtill said there are some design deficiencies which must be cured, i.e. the handicapped ramp which leads directly to one of the steep ramps. This is a problem. PBC will look at this as this ramp may not meet State code.

There is only a certain amount of money and Councilor Sima said the Council wants the project completed. Any architect that is brought in must know ADA codes for this ramp.

Mr. Hill questioned the possibility of a PBC discussion with the Town Council members to find out a way to do this project.

It was stated by Mr. Sima that there are five (5) Councilors in favor of the locker room project being done this coming summer, but there can be a discussion with the PBC.

#### **5. Pool Committee (Mr. Purtill)**

##### **a. Awaiting referendum results**

Chairman Purtill announced that the referendum passed. The pool project will be turned over to the PBC.

##### **b. Status update**

Many things are already in process, and Mr. Purtill informed the Commission that the RFP has been worked on, looked at in detail by the small task force of the CCFP. The final RFP should be ready next week. The Town Council agenda will approve use of

the RFP process in order to choose the manufacturer of the dome, mechanicals and HVAC. Information on the seven (7) companies interested in proposing on this project should assist with getting a good price on the project. The goal is to get the RFP in a few weeks, invite whoever wants a copy of the RFP, do the walk through, get proposals, have a short list, evaluate all the companies, and look at proposals in detail. Mr. McIlhargy has described the process of evaluation, looking at different aspects of the specs, look at what is being proposed and dollar value. The committee must do a value analysis. It was noted by Mr. Purtill that this is the way the turf project was done. The mechanicals must be selected and installed along with lights and electrical. The dome manufacturer provides the dome, framing, set-up, but does not install lighting, so we must have an electrical engineer. The PBC committee has received input from design professionals, and the recommendation is to go with a project manager rather than general contractor. The pool committee and/or PBC must decide on the direction to go, and there is a cost impact. The unknown is the lead time on the manufacturer for the dome. The footings take a few weeks; installation of the dome is a few weeks; and installation of the HVAC, etc. takes a few weeks. The PBC must insure the pool management gets what is needed as soon as possible. With this design we must have the dome structure identified first; this identifies everything for the footings; and requires coordination.

Mr. Purtill expressed appreciation to the Commissioners for their support of the pool project.

6. **District Flooring Replacement (Mr. Brennan)**
  - a. **Project is complete – awaiting administrative paperwork to make final payment.** The project is completed.

7. **PBC Ordinance and Procedures (Mr. Goldberg)**
  - a. **Status Update**

The Commission was told by Mr. Purtill that Mr. Goldberg developed book. The PBC is awaiting the revised ordinance.

8. **District Sidewalk, Chimney & Masonry Repairs (Mr. McKenney)**
  - a. **Project is complete – awaiting administrative paperwork to make final payment.**

Mr. McKenney reported that this work is completed; the BOE did some additional work; and everything went well on this project. The chimneys look very good.

9. **Emergency Shelter Generators (Mr. Goldberg)**
  - a. **The committee is working on technical specifications for the bid package.**

Mr. Noewatne is working on the specs for the bid package.

10. **Public Works Garage Roof & Exterior Doors (Mr. Hill)**
  - a. **Roof work is complete – awaiting administrative paperwork to make final payment.**

- b. **Overhead door replacement bids were received on October 22, 2013**
- c. **Recommend the Council approve the award of overhead doors.**

Mr. Hill reported that the roof is done; payment is approved for the fascia and soffets. The committee met and reviewed two (2) bids; one overhead door replacement was approved by the PBC; and bids were very close. The approved vendor is Litchfield County Overhead Door.

MOTION by Mr. Hill; seconded by Mr. Robitaille.

MOVED that the PBC approve Litchfield County Overhead Door for the Public Works Garage Roof & Exterior Doors project.

VOTE The motion passed unanimously by those present.

## **VIII. NEW BUSINESS**

### **Officer Elections – Chairperson and Secretary**

#### **CHAIRPERSON**

MOTION by Mr. Nash; seconded by Mr. McKenney.

MOVED that John Purtill be elected Chairperson of the Public Building Commission.

#### **Discussion**

Nominations were called for three times; there were no other nominations.

MOTION by Mr. McKenney; seconded by Mr. Barba.

MOVED to close nominations.

VOTE The motion passed unanimously by those present.

VOTE The motion to elect John Purtill Chairperson of the Public Building Commission passed unanimously.

#### **SECRETARY**

MOTION by Mr. McKenney; seconded by Mr. Crooker.

MOVED that be James Brennan be elected Secretary of the Public Building Commission.

Discussion

Nominations were called for three times; there were no other nominations.

MOTION by Mr. McKenney; seconded by Mr. Barba.

MOVED to close nominations.

VOTE           The motion passed unanimously by those present.

VOTE           The motion to elect Secretary of the Public Building Commission passed unanimously.

Following the elections, Mr. Purtill stated it was a pleasure for him to serve as PBC Chairman, and commented on the fact that the PBC is a non-partisan Commission.

Chairman Purtill asked for Commissioners to look at the project list, and consider volunteering to chair a project subcommittee.

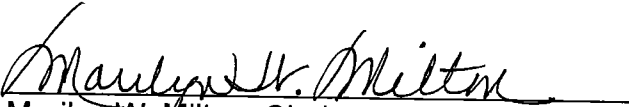
**IX. ADJOURNMENT**

MOTION by Mr. Hill; seconded by Mr. McKenney

MOVED to adjourn the meeting at 7:40 p.m.

VOTE           The motion passed unanimously by those present.

Attest:

  
Marilyn W. Milton, Clerk