

MINUTES OF THE TRI-BOARD SPECIAL MEETING OF BOARD OF SELECTMEN, BOARD OF FINANCE AND  
PERMANENT BUILDING COMMISSION

January 13, 2016

7:00 p.m.

Present: First Selectman Melissa M. Mack, Timothy Reynolds, Joanne Sullivan, Krystal Holmes, Mel Chafetz, Board of Finance Chairman Justin Donnelly, Ryan Anderson, Chris Childs, Tracy Eccles, Eric Harrington, Brian Kost and Michael Stevens, Permanent Building Commission Chairman Joe Sangiovanni, Vice Chairman Glen Neilson, Cathy Ellithorpe, Kevin Goff, Bill Gozzo

Also present: Mathew Spoerndle (Phoenix Advisors), Town Treasurer Christine Davidson, Director of Economic Development Patrick McMahon, Building Inspector Ted Flanders, Director of Public Works John Cloonan, Town Planner Bill Hawkins, School Business Manager Bill Hoff, Director of Finance Deb Cerrato, Town Engineer Gerry Turbet and Fire Marshall Michael Thibodeau.

First Selectman Mack welcomed all to the January 13, 2016 Tri-Board Special Meeting and requested invited attendees to introduce themselves. Upon completion of introductions, First Selectmen Mack detailed the purpose of the Tri-Board Special meeting which is to bring an "all hands on deck" approach to the upcoming town projects. Collaboration will be the key to success as we move forward with the Town Hall, Bridge Street School, School Security and Roads projects. The BOS, BOF and PBC will be receiving the same information at the same time. Expectations will be clear as to projected timelines, funding and possible issues that will impact each project

#### **Town Hall**

The initial draft timeline was presented with emphasis on the fact that it was still early in the process and subject to change as hazmat studies still need to be conducted before an Architect can be selected. The extent of environmental issues should be known by the end of March. Overall timeframe for the project is roughly three years. Town Hall is expected to be vacant by June 30. Swing space has been located at 61 Ff Tyler Place, the Town Hall Annex and 230C Mountain Road. Swing Space for Town Hall will be funded out of the bond issuance.

#### **Bridge Street School**

The initial draft timeline is similar to that of Town Hall, however, environmental issue identification is a larger unknown component. As of this time, it is unclear as to what sort of environmental issues exist in the Bridge Street School. The Public Works Department has commissioned three environmental firms to analyze the property and provide proposals. The extent of environmental issues should be known by the end of March.

### **School Security Project**

This Project is to address safety improvements to all Suffield Public Schools. An extremely tight timeline is in place. All work must be completed by June 30, 2016. Selectmen Mack has requested a 60 day extension. The extension has not been approved as of yet. Work will be done during evening and weekends as school will still be in session. Proposal documents have been promised for delivery to PBC by January 28<sup>th</sup> for review. The majority of information surrounding this project will be subject to Executive Session due to the nature of the work. It was noted that the tight timeline on this may delay work on other projects due to the overlapping of resources such as Public Works Dept.

### **Roads**

Road Survey studies were presented and compared. Discussion centered on the current road conditions, what type of work has been done already and what is scheduled to be done. Decisions have yet to be made as to which roads will be impacted. Project Managers may be hired out of the project funding to facilitate the work.

### **Public Comment**

Beth Chafetz stated "As a resident of Suffield for over 30 years, I am happy to see individuals and volunteers coming together in this fashion. It is a wonderful step in the right direction."

Selectman Mack moved to adjourn and by unanimous vote the meeting was adjourned at 8:19 p.m.

This tri-board will meet again once the extent of the environmental issues on Bridge Street School and Town Hall are known and an estimate has been obtained to remediate the issues.

Respectfully submitted,

Kristen Lambert

Assistant to the Board of Selectmen