

**Minutes of the Suffield Permanent Building Commission**  
Regular Meeting Thursday May 21, 2015

**PBC Members Present**

Joe Sangiovanni, Chairman  
Glen Neilson, Vice Chairman  
Bill Gozzo, member

**Also Present**

Julie Oakes, Facilities Manager  
Jackie Hemond, Library Director  
Mike McNaboe, Enterprise Builders  
Jonathan Gentile, TRC

**Call to order:** The meeting was called to order at 7:00 p.m.

**No public comment**

**No correspondence**

**Approval of Minutes** Mr. Neilson made a motion to accept the meeting minutes for May 16, 2015 and May 30, 2015 as presented. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

**Kent Memorial Library Project**

Chairman Sangiovanni discussed the sprinkler system first. The pre-action has not yet been approved by the fire marshal and building official. Mr. Neilson noted that a mod application was not yet filed.

Mr. McNaboe read an email from Mr. Flanders that stated that a mod was not required after visiting the site with Iggy. There are some minor areas of concern that will be addressed. It is designed as light hazard now, there may be an issue with some shelving.

The PCB abatement needs to be finalized. Chairman Sangiovanni wants a clearer assessment as to what action will be taken. We are currently applying to the EPA with a SIP plan. Mr. Gentile looked at the walkway area today and is convinced that additional sampling will not be necessary. There is approximately 1000 square feet in total, he originally proposed 6 additional samples to save 450 square feet of possible clean area. After discussion it was decided to forego any more sampling and to just remove the entire walkway.

Ms. Oakes questioned the process for soil sampling for the interior courtyard. Mr. Gentile recommended leaving the center soil area and only removing the soil adjacent to the window caulk. The tree in the center could potentially be saved. All the brick pavement on the walkway ramps and flat areas around the interior courtyard will be removed, replaced with concrete, and covered with carpeting. Mr. Gentile will check the threshold gap in the bathroom areas. On the outside perimeter, soil removal will take place near the mechanical area. TRC will come out 5 feet on the soil areas only not on brick. The perimeter is limited to a couple of areas that failed. The pink granite area will not be touched. Any brick that is non-structural at 9 inches will be removed and replaced.

Chairman Sangiovanni read from EPA regulations stating they have 30 days to respond to a SIP. If there is no response, the owner can assume it is approved and may go ahead with the removal as planned. TRC will finalize the plan by the end of next week.

Ms. Oakes presented the railing details. Mr. Flanders has suggested we used option 1 which has clean, simple lines. A mod could be granted for the steepness of the ramp, but not on the handrails because of the safety issue. The existing plexi-glass will be removed and replaced with new railings. The Chairman read an email from Mr. Ireland clarifying why the handrails need to be replaced, the mods allowed and the detail options. They don't need to be in front of the current window locations. Mr. Neilson made a **Motion to approve** Option 1 for the handrails. Mr. Gozzo seconded. All in favor, motion approved unanimously.

Mr. McNaboe delivered some change orders that were previously approved. He also had some new PCO's that he will leave for approval including new door hardware, the flagpole area and asphalt paving. The paving quote includes a 3" binder, 2 new catch basins, line striping for a total of \$34,000 for the bank portion and \$17,000 for the town's portion.

Mr. Neilson made a **Motion to approve** Mr. Tommasini's samples; honey classic oak for the floor, red oak for the door and the carpet tile as shown. Mr. Gozzo seconded. All in favor motion approved unanimously. Ms. Oakes relayed Mr. Tommasini's concern about extra lighting on the lower level wall. He feels there will be some conflicts with the existing lighting spec such as a reflection on the monitors.

Ms. Oakes explained the surprise OSHA visit at the KML site last week. He was in the area and saw the construction and dropped in to look around. No major issues were discovered.

Mr. McNaboe described his work plan for the upcoming weeks. There will be a lot going on in the schedule including sprinkler pipe installation, window and soil removal, and water and power line hookups. He is concerned about the potential 30 day delay for the SIP application. Work will continue on the addition. Mr. McNaboe informed the commission that a pre-balance report was done for the ductwork and given to Mr. Ireland. The CFM's are not up to what is required in some areas. The dampers are frozen in many of the grills. New floor grill covers will probably be needed. Perhaps Mr. Ireland could come up with an alternative grill system. Approximately one half the duct work has been cleaned. Some bookcases will need to be cut to get to the ductwork but they will be repaired. Mr. Ireland needs to get back with costs for touch screen lighting.

### **Town Hall Renovation Project**

Chairman Sangiovanni relayed that the document management project is moving forward in the attic. Two summer students are working to organize the boxes. The Town Clerk's vault is out of compliance with what is required per state statute. A one story addition on the west side of the building is being discussed.

### **Invoices**

Chairman Sangiovanni made a motion to pay Invoice #15-796 from **Silver Petrucelli** in the amount of \$12,302.00 after clarification on the details of the Construction Administration charges at KML. Mr. Neilson seconded, all in favor. Motion approved unanimously.

Mr. Neilson made a motion to pay Invoice #15-1222 from **Silver Petrucelli** in the amount of \$760.00 for 20% CA services at KML. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

Mr. Gozzo made a motion to pay invoice # 2210-B from **IMTL** in the amount of \$1,767.50 for testing services at the Kent Library project. Mr. Neilson seconded, all in favor. Motion approved unanimously.

Mr. Gozzo made a motion to pay invoice #36738 from **Tecton** in the amount of \$1,740.00 for Construction Administration. Mr. Neilson seconded, all in favor. Motion approved unanimously.

Mr. Neilson made a motion to pay invoice #2000 from **Szewczak Associates** in the amount of \$420.00 for special inspections at KML. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

**Adjourn** There was a motion made and seconded to adjourn at 8:42 p.m.

**Next Meeting Date** The next meeting of the PBC was tentatively set for Thursday June 4, 2015.

Submitted by  
Linda Zaffetti

Joseph J. Sangiovanni, Chairman of the PBC