

## Minutes of the Suffield Permanent Building Commission

Meeting Monday October 26, 2015

### **PBC Members Present**

Joe Sangiovanni, Chairman  
Glen Neilson, Vice Chairman  
Kevin Goff, member  
Cathie Ellithorpe, member  
Bill Gozzo, member

### **Also Present**

John Cloonan, DPW Director  
Mike McNaboe, EBI  
Lester Smith, Resident  
Mel Chafetz, Resident  
Eric Cushman, Gilbane  
Krystal & Daniel Holmes, Residents  
Jackie Hemond, Library Director  
Melissa Mack, Resident

**Call to order:** The meeting was called to order at 6:57 p.m.

**No public comment**

**No correspondence**

### **Approval of Minutes**

Ms. Ellithorpe made a motion to approve the minutes of 10-1-15 as written. Mr. Goff seconded, motion approved unanimously.

### **Tutorial on Construction Delivery Methods**

Eric Cushman from Gilbane Construction made a presentation on the four types of construction delivery methods. He outlined the pros and cons of the Lump Sum Bid GC method; the CM Agency Method; the CM at Risk method and the Design/Build method.

Lump Sum Bid GC is what the current library project falls under. It is when an owner hires an architect/engineer to develop the design. There is no builder input in the design and it is prone to cost growth via changes and claims. It is best suited for straightforward, simple projects that are not time sensitive.

CM agency and CM at risk are the best methods because you are buying another set of eyes. The project manager is an extension of your staff and will advocate for the owner. There is builder selection flexibility, preconstruction services and controlled purchasing. These are best suited for larger, new or renovation type projects.

The Design/Build model gives up some control because it is a single entity that forms a team of builder architect and engineer. There is a single point of responsibility for design and construction and usually has the fastest schedule of delivery. This method is best suited for projects that are highly schedule driven and repetitive.

### **Kent Memorial Library Entrance and Renovation Project**

Mr. Laliberte from TRC reported via email this week that the EPA has responded. They have asked for the date when the transformer was removed. Mr. Cloonan will check with Mr. Mailloux in the Building Department on his Eversource contact. One column needs some more PCB testing. The EPA is looking for usage statistics on the age of participants in programs and the hours used per day.

Mr. McNaboe reported on the schedule and progress. The exterior glass is installed. The concrete for the ramps will be poured next week and the interior courtyard windows to follow. Only the bottom track of the shutters will be put back in until the final answer from the EPA is received. The flooring will be addressed next week, as well as the glass railing on the main staircase. The parking lot lines will be painted this week and a missing tactile mat will be put into the sidewalk. The question was raised if bollards will be required around the switch. The building official will be consulted. The HVAC has been checked and the elevator inspection is scheduled for next week. The exterior painting will be done in the spring as a separate job.

Mr. Neilson brought up the time delay on getting a boiler certification. He recommended starting the process soon and to go through the town's insurance carrier. Mr. McNaboe relayed that some floor register dampers need to be custom made because the old ones will no longer fit.

Mr. Cloonan asked who is responsible for filling all the PCB test holes both inside and out. Mr. McNaboe will check on this. Ms. Hemond asked about a completion date. Mr. McNaboe has revised the schedule to mid-January pending EPA and final inspections.

Mr. Chafetz reported that he contacted Mr. Zak regarding the entrance signage and he will get in touch with Mr. Cloonan. Chairman Sangiovanni told Ms. Hemond that the Certificate of Occupancy must be received before the shelves can be removed or replaced in the historical room. The Town Meeting gave the PBC approval for the additional \$500,000 for contingency overages with no opposition.

### **Town Hall Renovation Project**

There is \$750,000 in the account now that can be spent while waiting for the additional bond money to come. Chairman Sangiovanni wants to avoid any unforeseen issues. The abatement can't be done until the building is vacated. It needs to be determined where the cables are located in the dox plank construction. We have three years to complete the project from the time the bond is issued. The timeline needs to be determined if it starts when the money is issued or when the money is received.

### **Bridge St. School Renovation and Addition Project**

Chairman Sangiovanni suggested that all the hazmat testing and abatement be done before an architect and contractor are brought in to minimize unanticipated work and expenses. There is known lead and asbestos present. The school was built before the advent of PCBs, which doesn't preclude the presence of PCBs in the building. Depending on the costs for renovation and additions, the plan may have to be scaled down to fit the budget. Ms. Holmes explained the conceptual plans by Silver Petrucelli were the basis for the \$8.4 million estimated cost for construction. She is concerned that the longer we wait; the costs will go up every year. Mr. Sangiovanni indicated that the PBC will move the project forward as fast as practical but not at risk of unknown conditions or scope of work. Chairman Sangiovanni reminded Ms. Holmes and the PBC that an ad hoc committee was funded by the Town to hire a consultant and an architect (Silver Petrucelli) to work with the committee to develop a recreation program and a conceptual building design for conversion of the school to a community center. He explained that since this design defined the scope of the building that was approved for bonding by the Town, there cannot be any substantial changes in the design. Mr. Cloonan indicated that the ad hoc committee and the architect did not include any costs for abatement of hazardous materials. Mr. Neilson offered that an elevator is not needed because there is a ground level entrance on the west side of the building. You can make an accessible entrance on the west side since it is at grade level already.

### **Change Orders**

**P1-031** A motion was made by Mr. Goff to approve a backflow preventer in the amount of \$3,043.00 seconded by Mr. Neilson, all in favor. Motion approved unanimously.

**P2-031** A motion was made by Mr. Gozzo to approve additional lighting in the amount of \$5,118.00 seconded by Mr. Goff, all in favor. Motion approved unanimously.

**P2-032-R2** A motion was made by Mr. Goff to approve the revised additional roofing change order in the amount of \$1,911.00 seconded by Mr. Neilson, all in favor. Motion approved unanimously.

**P2-043** A motion was made by Mr. Neilson to approve the change order for added soffit work in the amount of \$1,861.00, seconded by Mr. Goff, all in favor. Motion approved unanimously.

### **Invoices:**

Mr. Gozzo made a [motion to table](#) invoice #15-2293, invoice#15-2105 and invoice# 15-1874 from **Silver Petrucelli** for the KML HVAC project for lack of detail. Mr. Goff seconded, all in favor. Motion to table passed unanimously. The architect, Mr. Ireland, will be invited to the next PBC meeting to review invoices.

Mr. Goff made a motion to approve invoice #159265 from **TRC** in the amount of \$10,447.75 for SIP writing and abatement oversight at KML. Mr. Neilson seconded, all in favor. Motion passed unanimously.

**Adjourn** There was a motion made and seconded to adjourn at 9:18 p.m.

**Next Meeting Date** The next meeting of the PBC will be November 19, 2015.

Submitted by  
Linda Zaffetti