

Minutes of the Suffield Permanent Building Commission

Meeting Thursday, November 19, 2015

PBC Members Present

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

Also Present

John Cloonan, DPW Director
Julie Oakes, Facilities Manager
Mike McNaboe, EBI
John Ireland, Silver Petrucelli

Call to order: The meeting was called to order at 7:10 p.m.

Public Comment: Beth Chafetz wanted to know what the next plan of action would be for the Bridge Street School Project. Donna Blanchette asked if the hazardous material abatement portion of the Bridge Street School project could begin soon. Dr. Mel Chafetz commented that he spoke with library donor Michael Zak and they are close to completing the plaque design as specified in the contract, so the additional money will be made available to the fund soon. Michael Stevens offered his project management services with the Bridge Street School and Town Hall projects. He is also available to provide a link between the PBC and the Board of Finance. Mr. Ireland made a general comment suggesting that the town hire Chris Laux and Iggy Kapalczynski for additional assistance with code compliance issues on the next two projects to help the architects in their design process.

Correspondence: None

Minutes: Mr. Goff made a motion to approve the minutes for October 26, 2015 as written. Mr. Gozzo seconded, all in favor, motion approved.

Kent Memorial Library Project

Chairman Sangiovanni relayed that 2 of the PCB wipe tests did not pass, so we will follow up with TRC as to what steps need to be taken. TRC is putting together a Monitoring and Maintenance Plan. The Chairman would like all of these items completed before the Certificate of Occupancy is obtained.

There may need to be a modification to the fire suppression system in the historical records room. The shelving that is being put into the room requires a redesign of the sprinkler system. A final stamped drawing is needed from the supplier to give to the designer to make sure it complies with all codes of the pre-action system. There was a discussion as to the height of the shelves pictured and the height of the ceiling. There needs to be 18 inches clearance from the ceiling to any storage. A meeting is being planned for Monday at the library with all the interested parties to go over what is needed.

Mr. McNaboe presented some PCO's for project 473 and 474. After some discussion by PBC members the action on each proposal is as follows:

PCO P1-040 Remote control of the HVAC system for \$24,055 is on hold for now but can be added later.

PCO P1-041 Wiring for the fire suppression system for \$3,650 is approved.

PCO P2-051 Drywall chases added in the bathrooms for \$1,030 is approved.

PCO P2-052 Wood base trim in the lobby for \$2,437 was rejected. Vinyl cove base will be used as planned.

PCO P2-046 Tile Design change in bathroom, due to wrong color cove base, for \$3,530 was approved.

PCO P2-049 Wiring for security cameras for \$9,304 was approved. They will hold off on buying the cameras.

PCO P2-053 Add a tactile mat on sidewalk for \$2,110 was approved.

Mr. Cloonan suggested a change order for painting the part of the waffle ceiling that used to be on the outside of the building. Mr. McNaboe will come up with a proposal.

Mr. McNaboe is planning to have a pre-inspection with Mr. Flanders and Mr. Thibideau in December. There will be systems training for anyone that needs it during December as well. The goal is to be complete with everything by mid-January. Enterprise is still waiting to put the shutters back in pending TRC's approval. Mr. Chafetz asked about the design of the guard rails in front of the glass addition. Architect Tommasini will be consulted regarding that design. Mr. McNaboe will be adding no trespassing signs at all the doors and will lock the front entrance to keep the public out during construction now that the fence is down.

Chairman Sangiovanni explained that the estimated contingency budget is now about \$138,398 which will be carefully monitored so as not to exceed what was appropriated. Final PCB expenses are still an unknown.

Town Hall Renovations

We have money for the Town Hall available now to do additional testing. The location of any cables and dox planks will need to be identified in relation to the heater units. The question remains if there is asbestos behind the walls. These issues need to be taken care of before it goes to the architects.

There will be an addition built on the west side of the building. Mr. Neilson said that the rules for abatement when a building is occupied are very strict, and it needs to be sealed off completely. It would be better to get the people out of the building and into a swing space. It's not yet known but there may be asbestos in the walls.

Chairman Sangiovanni discussed the old CVS space, 61 Ffyer Place or renting trailers as possible locations. The difficult issue will be addressing the Town Clerk's vault. The state needs to be involved in the process and the vault has to be available to the public. Perhaps another entrance could be added to the Town Clerk's area from the outside. We are still in the exploratory phase of discussions.

Bridge Street School

Chairman Sangiovanni spoke with both the current and past selectman. They both agreed to loan us money to start the projects. We know what is there structurally, but the hazmat costs are unknown. Mr. Cloonan and Mr. Neilson will come up with other names for consultants and contractors for hazmat abatement. We will discuss them at the next meeting. It may be a cost savings to bundle both projects together. Generally speaking we need to move the town hall building faster because of the working conditions and the poor condition of the equipment there.

Spaulding School Roof Project

Mr. Cloonan presented Friar Architect's plans for the east wing roof at Spaulding School. The committee reviewed the plans. Mr. Neilson suggested checking the roof drains, to make sure they are in good shape. Mr. Goff asked about lightning protection. There was discussion about the existing roof drains. Ms. Oakes read the scope from the bid spec book which calls for 7 existing roof drains to be replaced with new combination roof drains which go through the wall.

Invoices

Mr. Goff made a motion to pay **Silver Petrucelli Associates** \$4,446.00 on invoice #15-1874 for CA at KML. Mr. Neilson seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Silver Petrucelli Associates** \$250.00 on invoice #15-2293 for HVAC upgrades at KML. Mr. Neilson seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Silver Petrucelli Associates** \$2,466.56 on invoice #15-2105 for CA at KML. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Silver Petrucelli Associates** \$1,086.50 on invoice #15-2343 for CA at KML. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Silver Petrucelli Associates** \$760.00 on invoice #15-2536 for HVAC upgrades at KML. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Friar Associates** \$5,250.00 on invoice #15-044A01 for CA on the Spaulding School Roof Replacement Project. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Lauren Enterprises** \$2,750.00 for December rent at 61 Ffyer place. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Gozzo made a motion to pay **TRC** \$9,712.09 on invoice #168269 for PCB abatement work at KML. Mr. Goff seconded, Mr. Neilson opposed. Motion passed.

Mr. Gozzo made a motion to pay **TRC** \$9,271.75 on invoice #171076 for PCB abatement work at KML. Mr. Sangiovanni seconded, Mr. Neilson opposed. Motion passed.

Mr. Neilson made a motion to pay **Enterprise Builders** \$309,255.60 on Application for Payment #9, Project 473 at Kent Memorial Library. Mr. Gozzo seconded, all in favor. Motion passed unanimously.

Mr. Neilson made a motion to pay **Enterprise Builders** \$160,348.40 on Application for Payment #9, Project 474 at Kent Memorial Library. Mr. Goff seconded, all in favor. Motion passed unanimously.

Adjourn There was a motion made and seconded to adjourn at 9:40 p.m.

Next Meeting Date The next meeting of the PBC was not scheduled.

Submitted by Linda Zaffetti