

Minutes of the Suffield Permanent Building Commission

Meeting Thursday, December 3, 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
Julie Oakes, Facilities Manager
Jackie Hemond, Library Director
Ted Flanders, Building Official
Mel Chafetz, Resident
Donna Blanchette, Resident

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

Public Comment Dr. Chafetz asked about the process for getting the railing removed from the window area. The Chairman and Mr. Flanders responded that the plans need to reflect the change along with an explanation from the architect. Donna Blanchette asked about the timeline for when drawings would be done for Bridge Street School. Chairman Sangiovanni said it would probably be about a year because all abatement will be done first and we haven't gone out to bid yet for a hazmat consultant.

No Correspondence

Approval of Minutes Mr. Goff made a motion to approve the minutes of November 19, 2015. Mr. Neilson seconded, Ms. Ellithorpe abstained. Ms. Ellithorpe asked about a comment made by Mr. Ireland at that meeting. Chairman Sangiovanni explained that Mr. Ireland was just offering his advice to get consultant input sooner rather than later.

Kent Memorial Library Project

The MMIP is in the works and has not been submitted to EPA. The Town has accepted EPA's conditions for acceptance of the PCB plan. The deed work will be discussed next week with the Town attorney. The Chairman wants all of the conditions wrapped up by the mid-January substantial completion.

There was discussion about the modification for the smoke detectors related to ceiling clearances. There needs to be a change order from Enterprise. The building official has not seen any revised drawings. The architect will amend it, and the sprinkler engineer has to stamp any changes since Hartford Sprinkler is the engineer of record. The fire marshal will need to be involved with the layout of the sprinkler heads.

Ms. Hemond said there is a 6 to 8 week lead time for the shelving. Mr. Ireland of Silver Petrucelli will put together the drawings.

In the absence of Mr. McNaboe, Mr. Cloonan talked about the progress and some pending change orders. They include the remote video access to the auditorium, replacing the security system, and the need for a permanent trash dumpster. The bank needs to be made aware that their dumpster is on town property. Next week the shutters are going in, and the glass railing installation will be continued as well. Mr. Neilson suggested that the installers make sure that the tempered etching symbol is visible on the glass.

Ms. Hemond asked about the glass railings and noted that they will block some existing shelving. Mr. Cloonan said Enterprise can take a look at them. They may be accessible from the other side.

The carpet is coming next week for the ramps. January 15th is the goal for turning over the building. Mr. Flanders and Mr. Thibedeau will do an initial walkthrough next week. The two remaining PCB swipes were taken today. We will know the result in 24 hours. Soil samples were also taken also in the courtyard. Discussion ensued about why they were needed since we already had approval on this.

Chairman Sangiovanni remarked that there is \$137,085 left in contingency. The parking lot expense of \$13,750 needed to be taken out of this fund which was not planned for. The concrete caps still need to be put on the walkway walls.

Chairman Sangiovanni made a motion to approve the following change orders from Enterprise:

P1-038	Revised Floor Grills	\$19,133.00
P1-039	Door for pre-action control	\$3,145.00
P1-041	Wiring-Fire Suppress	\$3,650.00
P2-044	Credit Revised Flag Pole	\$(6,322.00)
P2-045	Alternate lights 2nd floor	\$7,422.00
P2-046	Tile change bathroom cove	\$3,530.00
P2-047	Added letter Entrance sign	\$557.00
P2-048	Add lock to door #001	\$885.00
P2-049	Wiring Security Cameras	\$9,304.00
P2-051	Drywall chases bathrooms	\$1,030.00
P2-053	Add tactile mat in sidewalk	\$2,110.00

Mr. Goff seconded. All in favor, motion approved unanimously.

Mr. Neilson made a motion to reject PCO P2-052 to add wooden baseboards in the lobby. Mr. Goff seconded, all in favor. Motion to reject is approved unanimously.

Town Hall Project

There has been a lot of discussion regarding the swing space for the Town Hall. Chairman Sangiovanni suggested doing the addition to the building first. The Town Clerk has been involved to find possible solutions for the Clerk's office. Ms. Dunai discovered that for \$5,000 she could have all of the historical records scanned permanently. The clerk's records consist of 1/3 historical pre-1975, 1/3 vital records and 1/3 already in electronic form. Scanning the historical records will significantly cut down on the volume of storage needed in the temporary space.

During abatement, we will need to vacate the entire building. Many options were discussed, but nothing is finalized. It will take six months to move all of the offices to new spaces. Mr. Flanders suggested people should start to move in January. Mr. Cloonan wants to get ACCE funding in July for swing space expenses. Ms. Ellithorpe asked who is moving in January if money isn't available until July. It was noted that there is money available in the account. Mr. Flanders recommended using the empty space at 230c. The rental cost is relatively low and the infrastructure is already here for town databases. The Finance department and First Selectman's office could fit here. Ff Tyler place will also be available, and the fiber network is in place there as well for other departments.

Chairman Sangiovanni warned that we don't want to move into temporary quarters too early before we are ready to proceed on the Town Hall project. It will be wasted money if the design isn't ready. We still don't know who the engineering or environmental firms are. We don't want to start too early which will put pressure on the PBC to rush the project. The Chairman feels that when we hire the design build company is when the move should happen. The bid for environmental consulting and testing is next. They can take samples with people in the building.

The committee discussed possible hazardous material abatement consultants. If one is selected from the state DAS list, it doesn't have to go out to bid. The committee members relayed their experiences with companies used on other projects. Chairman Sangiovanni wants to invite a few in to look over both the Town Hall and Bridge Street School buildings and to get proposals. We need to have them take a look at the buildings; find out what they charge, what they are going to do and what abatement is necessary. It is wise to bundle both projects together for better pricing. We need to know what the extent of the contamination is.

A structural engineer is needed to examine the penetrations through the floor to see if the cables are intact. There is dox plank construction between the first and second floors. We need an estimate for mapping the

cables for fan coil units to see where they are. Mr. Cloonan stated that we have used Girard Company for structural engineering on other projects in town.

High School Agri-Science Building

Haynes Construction has done some repairs on the large animal facility roof over the last few weekends. Consultant Michael Mozes from H.B. Fishman has been overseeing the repair work. Pieces have been pulled off the roof and repaired, but the leaks continue in a couple of areas. All repairs need to be completed before the final payment is made.

Invoices

Mr. Neilson made a motion to pay **Enterprise Builders** \$87,416.00 on project 473 for application #10 for work at Kent Memorial Library. Mr. Goff seconded, all in favor. Motion passed unanimously.

Mr. Goff made a motion to pay **Enterprise Builders** \$141,607.00 on project 474 for application #10 for work at the Kent Memorial Library. Ms. Ellithorpe seconded, all in favor. Motion passed unanimously contingent upon getting the stamped, original raised seal copy.

Ms. Ellithorpe made a motion to pay **Tecton** on invoice #37515 in the amount of \$1,590.00 for Construction Administration at KML. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

Mr. Gozzo made a motion to pay **Tecton** on invoice #37452 in the amount of \$2,340.00 for Construction Administration at KML. Mr. Goff seconded, all in favor. Motion approved unanimously.

Mr. Goff made a motion to pay **Tecton** on invoice #37138 in the amount of \$1,890.00 for Construction Administration at KML. Ms. Ellithorpe seconded, all in favor. Motion approved unanimously.

Chairman Sangiovanni made a motion to pay **IMTL** on invoice #2210-J in the amount of \$517.50 for testing at KML. Mr. Neilson seconded, all in favor. Motion approved unanimously.

Chairman Sangiovanni made a motion to pay **Ayotte Brothers Construction** invoice #419738 in the amount of \$13,750.00 for parking lot paving at KML. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

Chairman Sangiovanni made a motion to pay **H.B. Fishman** invoice #1867 in the amount of \$5,820.55 for repairs on the Vo-Ag roof. Ms. Ellithorpe seconded, all in favor. Motion approved unanimously.

Chairman Sangiovanni made a motion to pay **City Bench** invoice #366 in the amount of \$260.00 to take down the mural at KML to make room for the new hand rails. Mr. Goff seconded, all in favor. Motion approved unanimously.

Adjourn There was a motion made and seconded to adjourn at 8:40 p.m.

Next Meeting Date The next meeting of the PBC will be held in January.

Submitted by
Linda Zaffetti