

**Minutes of the Suffield Permanent Building Commission**  
Special Meeting Thursday April 30, 2015

**PBC Members Present**

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

**Also Present**

John Cloonan, Public Works Director  
Julie Oakes, Facilities Manager  
Mike Thibideau, Fire Marshal  
Jackie Hemond, Library Director  
Mike McNaboe, Enterprise Builders  
Lester Smith  
Marty Lewis, TRC  
Jonathan Gentile, TRC

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

**No public comment**

**No correspondence**

**Kent Memorial Library Project**

A decision was made to dispense with the FM-200 sprinkler system in the historical records room and to go with the pre-action system. The code standards are currently in the 2002 cycle now. Enterprise will request a mod to use the 2010 standards because the state will be adopting the 2010 standards shortly. The fire marshal will accept the 2010 modification because it makes sense to keep all town buildings at the same standard. Mr. Ireland will be filing the mod for the sprinkler system IBC and the fire marshal's office. The library will change from ordinary hazard to a light hazard classification with the pre-action system. The mod process will take a couple of weeks.

Chairman Sangiovanni discussed the PCB remediation for the windows. The lower walkways adjacent to the courtyard glass have been sampled. Part of the contaminated walkway needs to be cut out and disposed of. The plan is to fill the removed area with concrete and then carpet over it.

More concerning is that PCB's have leached from the outside windows into the structural concrete of the building. Mr. Gentile has done verification sampling for areas to be removed. He presented two options. Option 1 is to remove substrate out to a distance of clean. Option 2 needs additional testing and a SIP plan will be sent to EPA for an encapsulation plan. The SIPP approach involves more testing, the EPA has a slow turnaround time, and there is no guarantee of approval. Encapsulation is basically a request to dispose of the material in place. EPA puts conditions on the site like deed restrictions, periodic testing, and future air monitoring. Addendum 4 states that the contractor can't cut into the beams, so the options may be limited to encapsulation. Mr. Gentile could start the additional testing next week. Mr. Ireland suggested having a discussion with the state DEEP to ask if they would regulate this because it is not a school. TRC's cost is \$12-15,000 to prepare the SIP documents. TRC needs any structural information from the architect to include in its report.

A **motion** was made to have TRC go ahead with the SIP plan for encapsulation. Mr. Neilson seconded, all in favor. Motion approved.

A **motion** was made to have Enterprise proceed with the glass window order. Mr. Gozzo seconded, all in favor. Motion approved.

Chairman Sangiovanni asked why the Fire Marshal had requested additional fire alarm detectors and why they weren't identified by the design team on the construction documents. Mr. Thibideau responded that strobes are in the ADA bathrooms, the elevator and are required in any storage area. Mr. McNaboe has a change order for the additional alarms where needed.

Mr. Cloonan asked if all the electrical panels will be changed out in the building. Mr. Ireland explained that all panels except the one in the director's office will be upgraded. Mr. Sangiovanni asked about low voltage touch plate for controlling lights and HVAC. Mr. Ireland will look into some systems and come up with a cost estimate.

Mr. Laliberti from TRC will be contacted to discuss the results and why the performance based testing has changed to the SIPP process. Mr. Ireland posed a question to Mr. McNaboe about markups for sub-sub-contractors. Mr. McNaboe had an RFI about the metal door in the areaway. The doors swing in but what is required for egress? Mr. McNaboe will price out the paving using both 1 ½" and 3" for a spec. thickness.

Mr. McNaboe brought four change orders for approval.  
P1-004 for the FM200 system was voided.  
P1-008 for grating over the area ways was put on hold.

Mr. Neilson made a **motion** to approve **PCO P1-010** for drainage in the areaways at an additional cost of \$5,041. Ms. Ellithorpe seconded, all in favor. Motion approved unanimously.

Mr. Neilson made a **motion** to approve **PCO P1-011**, for a change to the courtyard sill plate at a cost of \$4,000. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

### **Invoices**

Mr. Neilson made a motion to pay **Application and Certificate for Payment # 473-3** \$50,850.65 to **Enterprise Builders** for the KML project. Ms. Ellithorpe seconded, all in favor. Motion approved unanimously.

Mr. Neilson made a motion to pay **Application and Certificate for Payment # 474-3** \$192,564.05 to **Enterprise Builders** for the KML project. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

Ms. Ellithorpe made a motion to pay **Tecton** on invoice **#36677** in the amount of \$2,040.00 for 30% complete on Construction Administration. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

Ms. Ellithorpe made a motion to pay **Silver Petrucelli** on invoice **#15-987** in the amount of \$760.00 for 60% complete construction administration. Mr. Gozzo seconded, Mr. Neilson opposed. Motion approved.

A motion was made to table Invoice #15-796 from Silver Petrucelli for more detailed information.

**Adjourn** There was a motion made and seconded to adjourn at 9:10 p.m.

**Next Meeting Date** The next meeting of the PBC was tentatively set for Thursday May 7, 2015.

Submitted by  
Linda Zaffetti

Joseph J. Sangiovanni, Chairman of the PBC