

**Public Building Committee
Regular Meeting Minutes
June 6, 2016
Subject to Approval**

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 6:58 p.m. on Monday, June 6, 2016 in the Board of Education Conference Room located at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Boardman, Cortes, Derr, Dragulski, Kelly, Laureno

Absent/Excused –Patrina, Salvatore

Guests –Mr. LaClair and Mr. Shea

1. Public Audience

There was no public audience

2. Minutes – May 2, 2016 Meeting

Mr. Kelly moved to approve the May 2, 2016 minutes as amended. Mr. Cortes seconded the motion. The motion passed unanimously.

Chairman Ostop made the following changes to the May 2, 2016 minutes as follows:

Page 2 – Senior/Community Center – Add the following motion:

Mr. Kelly made a motion for Chairman Ostop to send a letter requesting a meeting between the Board of Selectman, PAC, Aging and Disability Commission and the Public Building Committee. Mr. Cortes seconded the motion. The motion passed unanimously.

3. Board of Selectmen Liaison Report – Cheryl Cook

Ms. Cook was absent from this meeting.

4. Senior/Community Center

Mr. Ostop noted that a letter has been sent to the Board of Selectmen that the Public Building Committee has recommended Option I, as recommended in the Architect's report. He also stated that another letter was sent to the Board of Selectmen asking for a meeting with PAC, Aging and Disability Commission, Board of Selectmen and the Public Building Committee.

Mr. Shea stated that he did not have a full update; however, he noted that the Board of Selectmen would like to see the Public Building Committee facilitate this meeting to resolve any issues with PAC. Mr. Shea stated that PAC would provide a response to the various options that were presented to them.

Mr. Shea noted that the First Selectman did receive a response from PAC today, however, with Lisa Heavner out of town and not able to review the response, he is unable to release it to committee members at this time.

Mr. Shea will provide the PAC response to committee members when available.

5. Henry James School Project

a. Phase II and Phase III highlights

Mr. LaClair referenced the handout representing the outline of Capital Budget presentation on what is intended for Phase II and Phase III. He noted that Phase II is what the voters will vote on tomorrow in the first year of the plan, focusing on a summer project for the summer of 2017.

Mr. LaClair noted that they will follow the State Grant application process, as this project is also eligible for partial State reimbursement as was Phase I.

Mr. Ostop stated that the Public Building Committee has not yet been authorized to move forward on this project. He noted that this has to go to referendum first and pass and then the Board of Selectmen will authorize the Public Building Committee to move forward to Phase II.

Mr. LaClair distributed a project schedule to committee members for the remaining portion of Phase I to start the week of the 19th and to be finished by mid-July. He noted that they would draft up any required architect selection documents for the next meeting in July.

6. Central School Partial Roof Replacement

a. Architect's Invoice #16-705

Mr. Cortes made a motion to approve Invoice #16-705 in the amount of \$2,401.60 for Silver Petrucelli & Associates. Mr. Boardman seconded the motion. The motion passed unanimously.

b. Change Order Proposals (reductions) – for distribution at meeting

Mr. LaClair noted that Silver Petrucelli & Associates, as well as a general contractor, tried to see if there were any value engineering items that could help reduce costs. They were not able to accomplish this.

7. Simsbury Farms Warming Shelter

a. Monthly Cost Control Report

Chairman Ostop noted that a bid has come in and was discussed with the contractor. He stated that there were a number of cost savings changes, however, the cost savings were not significant and would potentially impact future maintenance requirements for the building. The staff at the Simsbury Farms, as well as the architect, felt that we should keep the design as originally designed.

Chairman Ostop noted that the construction contract was awarded to Diversity for the submitted bid amount.

Mr. Shea distributed two proposals for testing services to committee members. He noted that only one of the firms responded to the RFP. He stated that he did solicit a second proposal and noted that the proposals were very equal.

Mr. Shea discussed the proposals with committee members.

Mr. Dragulski made a motion to accept John Turner Consulting proposal for \$1,143.00. Mr. Derr seconded the motion. The motion passed unanimously.

Mr. Shea stated that he will get the contracts signed and start construction on the project as soon as possible.

8. Simsbury Farms Pool Improvements

Mr. Shea noted that they have received a 100% submission from the architect TLB Architecture and shared the drawings with the committee. He stated that they have reviewed them and have scheduled a meeting with the architect tomorrow.

Mr. Shea would like to get this bid out as soon as possible and get the committee's authorization to bid the project within the next week or two. He noted that the construction phase of the project needs to begin after Labor Day in order to complete the project for the 2017 swim season.

Mr. Shea discussed the Monthly Cost Control Report with committee members. Chairman Ostop noted that the current Budget is \$577,363 for the project.

a. Architect's Invoice #5

Mr. Derr made a motion to approve Invoice #5 from TLB Architecture for \$3,937.50. Mr. Cortes seconded the motion. The motion passed unanimously.

9. Simsbury Farms Ice Rink Refrigeration

Mr. Shea noted that they have moved forward with the testing of the oil and refrigerant as recommended in the report. He stated that they are waiting for the test results and are expected in a week or two.

a. Engineer's Invoice #0042146

Mr. Boardman made a motion to approve Invoice #42146 from VanZelm Engineers for \$3,400.00. Mr. Kelly seconded the motion. The motion passed unanimously.

10. Old Business

No old business discussed.

11. New Business

Next meeting will be, Wednesday, July 6, 2016. Mr. Derr noted that he will be absent.

12. Adjourn

Ms. Derr moved for a 7:29 adjournment. Mr. Kelly seconded the motion. The motion passed unanimously.

Respectfully submitted,

Richard Cortes