

**Public Building Committee
Regular Meeting Minutes
May 2, 2016
Subject to Approval**

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 6:56 p.m. on Monday, May 2, 2016 in the Board of Education Conference Room located at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Boardman, Cortes, Derr, Dragulski, Kelly, Patrina, Salvatore and Kelly

Absent/Excused –Laureno

Guests – Mrs. Cook (BOS Liaison), Mr. LaClair and Mr. Shea

1. Public Audience

Mr. Donald Zaylor, 1 West Street, asked several questions regarding the Senior Community Center. Topics included the following:

- Is there a stage in the dining room
- Is there a pool table for men's play
- Actual number of parking spaces
- Location of the Senior/Community Center
- Handicap Parking
- Interior
- Risk of building on the Flood Plain
- Direction building will be facing
- Location of trash containers

Mr. Ed LaMontagne, Executive Director, Simsbury Housing Authority, noted that the Board of Selectman did select the PAC site for the new Senior/Community Center. Ms. Cook confirmed this with committee members.

2. Minutes – March 7, 2016

Mr. Kelly moved to approve the March 7, 2016 minutes as amended. Mr. Boardman seconded the motion. The motion passed unanimously.

Chairman Ostop made the following changes to the March 7, 2016 minutes as follows:

Page 2 – Public Audience – Mr. Saylor was changed to Mr. Zaylor.

3. Board of Selectmen Liaison Report – Cheryl Cook

Ms. Cook noted that there will be a referendum on June 7, 2016. She also stated that there are two Board of Finance meetings scheduled to review Capital Project plans for next year.

4. Senior/Community Center

- a. Northeast Collaborative Architects (NCA) report and site plans for potential PAC addition for Senior Community Center.

Members of the committee reviewed and discussed the four “test fit” site plan options. Discussion resulted in agreement with NCA’s recommendation of Option 1. A meeting with the PAC organization and the Board of Selectmen was discussed. PAC has not yet indicated their comments on the NCA Report to this Committee.

Mr. Cortes made a motion to recommend to the Board of Selectmen Option 1 for the Senior Center. Mr. Derr seconded the motion. The motion passed unanimously.

- b. Architect’s invoices dated 2/4/16 and 4/1/16

Chairman Ostop noted that, due the cancelled meeting in April, he has authorized the invoice dated 2/4/16 from Northeast Collaborative Architects for \$12,000.00

Chairman Ostop noted that Invoice dated 4/1/16 from Northeast Collaborative Architects should be \$1,500.00 not \$2,400.00.

Mr. Derr made a motion to approve the Invoice dated 4/1/16 from Northeast Collaborative Architects in the amount of \$1,500.00. Mr. Boardman seconded the motion. The motion passed unanimously.

5. Henry James School Project

- a. Contract Amendment for Construction Administrative Services – Kaestle Boos

Mr. LaClair discussed the proposal for Additional Construction Administration Services for Henry James Memorial School with committee members.

Ms. Patrina made a motion to approve the proposal for Henry James Renovation – Main Office / Hallway Project from Kaestle Boos Association, Inc. for the amount of \$5,500.00. Mr. Boardman seconded the motion. The motion passed unanimously.

6. Squadron Line School Project

a. Application / Certificate for Payment #7 FINAL

Chairman Ostop noted that, due to the cancelled meeting in April, he has authorized payment to Enfield Builders, Inc. in the amount of \$10,000.00.

b. Architect's Invoice #16089 FINAL

Mr. Derr made a motion to approve Invoice No. 16089 from Jacunski Humes Architects, LLC in the amount of \$952.00. Ms. Patrina seconded the motion. The motion passed unanimously.

7. Central School Partial Roof Replacement

a. Summary of Project Bids

Mr. Dustin Lombardi from Silver Petrucelli & Associates discussed the summary of project bids to committee members. He recommended Quality Roofing Services, Inc. be awarded the project

Mr. Cortes made a motion to approve the award of the project to Quality Roofing Services, Inc. in the amount of \$615,334.00 including alternate #2 for the Central School Partial Roof Replacement. Mr. Boardman seconded the motion. The motion passed unanimously.

b. Architect's Invoice #16-444

c. Architect's invoices #16-237 and #16-13

Chairman Ostop noted that, due to the cancelled meeting in April, he has authorized payment for Invoice #16-237 to Silver Petrucelli & Associates, Inc. for \$1,800.00 and Invoice # 16-13 for \$3,510.00.

Mr. Kelly made a motion to approve Invoice #16-444 from Silver Petrucelli & Associates, Inc. for \$700.00. Mr. Cortes seconded the motion. The motion passed unanimously.

8. Simsbury Farms Warming Shelter

a. Bid Summary

Mark Hopper from Fletcher Thompson discussed the summary of competitive bids to committee members. He also explained the alternate bid items included in the bid summary.

Mr. Derr made a motion to award the project to Diversity Construction Group, LLC and authorize the Chairman to negotiate the alternate bid items. Mr. Kelly seconded the motion. The motion passed unanimously.

b. Proposal for Construction Administrator Services – Fletcher Thompson

Committee members discussed the above proposal and Special Inspections and noted that everyone should be attending the meetings and project site meetings.

Mr. Cortes made a motion to approve the Fletcher-Thompson proposal for construction administration services. Mr. Boardman seconded the motion. The motion passed unanimously.

c. Monthly Cost Control Report

Mr. Shea reviewed the Monthly Cost control report on the project with the Committee. Mr. Shea noted that an adjustment to the budgets for the Simsbury Farms Warming Shelter to accommodate recent bids, testing, construction administration, and contingencies.

9. Simsbury Farms Pool Improvements

a. TLB Architects Invoice #4

Mr. Cortes made a motion to approve Invoice # 04 from TLB Architecture for the amount of \$6,562.50. Mr. Boardman seconded the motion. The motion passed unanimously.

10. Simsbury Farms Ice Rink Refrigeration

Mr. Tanay Bapat discussed and answered questions on the Simsbury Farms Ice Rink Evaluation Report with committee members.

Mr. Shea reviewed the priority list and strategy to the refrigeration system.

Mr. Derr made a motion to authorize \$1,000 to move on Phase I testing and authorized improvements recommended in the report as prioritized by Mr. Shea with the funding available for this project. Mr. Boardman seconded the motion. The motion passed unanimously.

11. Old Business

No old business discussed.

12. New Business

Next meeting will be June 6, 2016

13. Adjourn

Ms. Kelly moved for an 8:25 adjournment. Mr. Boardman seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Richard Cortés", with a stylized flourish at the end.

Richard Cortés
Secretary