

## **PUBLIC BUILDING COMMITTEE**

Regular Meeting Minutes

December 4, 2017

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, December 4, 2017, in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

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

Excused – NA

Guests – Mr. LaClair and Mr. Shea

### **1. Public Audience**

Mark Orenstein of 82 Old Meadow Plain Road spoke in his position as equipment person for SCTV regarding renovation of the audio system at Eno Memorial Hall; he is also on the Aging and Disability Commission. As a Library trustee, he was advised by Chairman Ostop that the Library project is not under PBC's jurisdiction. Mr. Orenstein requested that: 1) SCTV be involved in selection of any audio system; 2) for assisted listening devices, using compatible equipment across all Simsbury buildings with movable receivers for large meetings; and 3) any Eno wiring include WiFi; Chairman Ostop confirmed the BOS has requested PBC provide for wifi in all buildings under its purview.

### **2. Minutes – November 6, 2017 Meeting**

On page 1, the minutes were revised under "Present" to move "Selectman Cook" to "Guests" and list her as "Selectman Liason - Cheryl Cook". Under "Excused", the redundant words "(Excused)" were deleted both times.

A copy of the approved **2018 PBC Meeting dates & times** will be attached to these minutes.

*Mr. Boardman moved to accept the November 6, 2017, Minutes as revised. Mr. Salvatore seconded the motion. The motion passed unanimously.*

### **3. Board of Selectmen Liaison Report – Cheryl Cook**

Mrs. Cook was not present and no report was provided.

### **4. Henry James Memorial School Project – Phase II**

#### **a. Pay Application #6 – W.J. Mountford**

Mr. LaClair explained the reason for two pay applications was to keep pressure on the partial retainage portion.

*Mr. Kelly moved to approve payment of Application #6 in the amount of \$17,185.00 to W.J. Mountford. Mr. Boardman seconded the motion. The motion was passed unanimously.*

#### **b. Pay Application #7 (Partial Retainage) – W.J. Mountford**

Mr. LaClair clarified this keeps pressure on for completion of the HVAC project.

*Mr. Derr made a motion to approve payment of Application #7 in the amount of \$47,884.00 to W.J. Mountford, subject to confirmation from Kaestle Boos, the Board of Education, and Chairman Ostop. Mr. Cortes seconded the motion. The motion was passed unanimously.*

Mr. LaClair explained JCI is Johnson Controls and CES is Consulting Engineering Services, who verify work is done properly to Kaestle Boos; and at the next meeting, the final invoice relating to change orders should be received. Regarding determining the final amount to be returned to the Town, Mr. LeClair anticipated reconciliation will be available.

### **5. SCTV Relocation**

No report. Mr. Shea will contact the BOS to see if it should remain on the Committee's Agenda.

### **6. Simsbury Farms Pool improvements – Phase 1**

#### **a. Pay Application #10 – Construction Services of New England, Inc.**

Mr. Shea noted Mike Fortuna of TLB Architects was present to answer any questions. Mr. Shea reviewed that this is the final payment for Phase 1; and because there are 2 phases to one project under one contractor, they have agreed to have one closeout package and the contractor is extending the Phase 1 warranty consistent with the Phase 2 project.

*Mr. Salvatore made a motion to approve Application #10 from Construction Services of New England, Inc. for \$10,000.00 for completion of Phase 1. Ms. Beal seconded the motion. The motion was passed unanimously.*

## **7. Simsbury Farms Pool improvements – Phase 2**

### **a. Monthly Cost Control Report**

Mr. Shea reported good progress with work ongoing. Mr. Fortuna indicated skimmers are in, piping tied in, 80% of the stone backfilled below decks was completed, with some exterior work to be completed; they work inside when they cannot work outside and are ahead of schedule for May 15<sup>th</sup>. Regarding the remaining tight budget, Mr. Fortuna did not anticipate any more surprises.

### **b. TLB Architecture Invoice #2017.021-4**

***Mr. Derr moved to approve payment of Invoice #2017.021-4 in the amount of \$1,250.00 to TLB Architecture. Mr. Cortes seconded the motion. The motion was passed unanimously.***

### **c. Cost Proposal (Concrete Removal) – Construction Services of New England, Inc.**

Mr. Shea explained under Change Order #4, \$2,500.00 (not to exceed) was previously approved.

***Mr. Kelly moved to remove Change Order #4 in the amount of \$2,500.00 payable to TLB Architecture. Mr. Salvatore seconded the motion. The motion was passed unanimously.***

***Mr. Derr moved to approve payment of Change Order #4a in the amount of \$2,358.15 to Construction Services of New England, Inc. for concrete removal. Ms. Beal seconded the motion. The motion was passed unanimously.***

### **d. Cost Proposal (Gutter Grouting) – Construction Services of New England, Inc.**

Mr. Shea noted gutter grouting was originally approved for \$6,188.50. Mr. Fortuna explained the voids grouted varied throughout and required additional material.

***Mr. Cortes moved to approve payment of Change Order #4b in the amount of \$7,171.11 to Construction Services of New England, Inc. for gutter grouting. Mr. Salvatore seconded the motion. The motion was passed unanimously.***

### **e. Denno Invoice**

Mr. Shea recalled that Denno Land Surveying provided same-day expedited survey services and receipt of this invoice was expected.

***Mr. Salvatore moved to approve payment of Invoice #17-59 B in the amount of \$970.00 to Denno Land Surveying. Mr. Boardman seconded the motion. The motion was passed unanimously.***

### **f. Pay Application #3 – Construction Services of New England, Inc.**

***Mr. Kelly moved to approve payment of Application #3 in the amount of \$109,932.56 to Construction Services of New England, Inc. Mr. Cortes seconded the motion.***

Discussion: Mr. Shea commented that about 50% of funds have currently been expended.

*The motion passed unanimously.*

## **8. Eno Memorial Hall Renovations**

- a. Monthly Cost Control Report
- b. Preliminary Schedule – Northeast Collaborative Architects
- c. Project Update – Northeast Collaborative Architects

Mr. Shea provided the Monthly Cost Control Report and Preliminary Schedule for the contract. Chairman Ostop asked that the Schedule be made part of the Minutes and corrected the NCA report to reflect the Committee will meet January 3<sup>rd</sup>, not January 8<sup>th</sup>.

Ray Giolitto of NCA reported on project status including: 1) meeting on 11/21/17 with the new Social Services Director, Kathy Marshall, and Tom Roy to review the scope; 2) meeting on 11/27/17 with his engineers, and with Jaffe Holden – the acoustical consultant, to review lower level existing conditions. He clarified that Jaffe Holden was asked to provide a report for 1) what it would take to get a hearing impaired system to work with the existing sound system; and 2) what would a new sound system cost. At this point, they do not know if any architectural changes would be required to deal with existing acoustic reverberation issues; their report is requested to be provided at the same point as the schematic design presentation to the Committee. He said they will at least provide a general scope to SHPO representative, Julie Carmelich, on December 20<sup>th</sup>; their goal for that meeting is to have NCA's schematic design and the acoustic report at levels they can describe to Ms. Carmelich with potential adjustments then made before meeting with PBC.

Regarding sound testing for non-hearing impaired people, Mr. Giolitto said that has already been done. Mr. Derr wanted to assure there is no conflict between the building users, including theatrical performers, choirs, etc., if any architectural modifications occur. Mr. Giolitto explained that is not known yet, but music is not a sound system issue with singing voices carrying perfectly fine. His charge is that the sound system accommodate the room for meetings and spoken word, but the sound system could be expanded, if budget is available, to have hanging or foot microphones. Mr. Derr gave the example of a troublesome sound system installed at the high school. Mr. Giolitto noted that Jaffe Holden has identified the barrel vault ceiling as causing the sound to bounce around, but it is an historic building with SHPO approvals required. He anticipated some speakers under the balcony and smaller speakers in front, with a goal to try to deal with reverberation without damaging the historic structure.

Mr. Giolitto indicated a meeting will be set up with FVHD to review kitchen issues under the health code and get a response in writing. He noted under Item 6, they have met with Duraflex regarding the kitchen floor and have a \$5-6.00 per sq. ft. estimate.

Regarding construction, in Mr. Giolitto's original estimate he assumed everything would be done in 2-3 months beginning in June with closure during that time, but if a toilet room is taken out of commission, where do users go; however, he anticipates using only the main level with both toilets to accommodate 125 males and 65 females, subject to Building Inspector and Fire

Marshall approval; but you would not want anyone downstairs on the south side of the building; and SCTV would remain on their side.

Mr. Giolitto was concerned that where the contractor has to come into the building. The north side is the only accessible entrance to the building, and requires further thought; he will provide another estimate at schematic design. Mr. Shea added that senior center activities are not likely to occur in their current location during construction as this project does not lend itself to a phased approach, but summer is an ideal time with no major events scheduled in the lunch room. He indicated staff is preliminarily looking at Masonic Lodge Hall for senior lunches and cheese day, and that expense remains to be worked out.

Parking for construction workers was discussed.

Mike Jennings commented on the need for handicapped access to the elevator to access the 1<sup>st</sup> floor level during construction.

Mr. Giolitto noted the kitchen currently is not accessible; based on both the requested equipment and the building code, which requires that a current space cannot be made less accessible, and it will not meet accessibility requirements. For it to be made accessible, the middle 3' wide x 8' long expensive stainless steel table serving as counter space would have to be removed from the room, which is difficult; and the 36-inches required for aisle width is not available. The Committee requested review of a different size table as a potential solution for the user to consider and whether people can bring a wheel chair up to the table noting 42 inches is required at the end to allow for turning. Chairman Ostop reiterated the Committee's job is to make sure the area is accessible; Ms. Beal noted the need to increase accessibility for this space. Mr. Jennings asked if the staff workers in the kitchen currently have any accessibility issues. Mr. Giolitto indicated workers are able to function in the current space. Mr. Shea spoke with the building official briefly and because of federal regulations, this area may need to be accessible, and a further meeting with him is required; it was confirmed that federal funds are not being used for this project. Chairman Ostop indicated accessibility must be looked at first and Mr. Giolitto agreed to do so.

Mr. Giolitto noted a potential split air conditioning system is being considered; currently there is a window unit. Mr. Giolitto recommended not putting in a much lower suspended kitchen ceiling, which would require reworking sprinkler piping. He discussed that behind each major toilet room duct work goes up to the cupola with unplugged original inline fans, but they do not know duct condition; the only other way to vent toilet rooms is through the window which would be unacceptable to SHPO. He discussed testing the duct work and Chairman Ostop recommended contacting Rich Sawitzke who dealt with this in the past, and Mr. Giolitto agreed to do so. Mr. Dragulski suggested working with a balancing contractor and placing the fan at the end as close as possible to the cupola. Regarding hiring a balancing contractor, Mr. Shea indicated it would be a reimbursable expense item under the contract. Regarding the stairwell ducts in back of the stage, Mr. Giolitto indicated they are operational for the stage.

## **9. Old Business**

None.

## **10. New Business**

Chairman Ostop restated that Wednesday, January 3<sup>rd</sup> is the next meeting.

## **11. Adjourn**

*Mr. Cortes made a motion to adjourn the meeting at 8:05 p.m. Mr. Derr seconded the motion. The motion was passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk