

## **PUBLIC BUILDING COMMITTEE**

### **Regular Meeting Minutes**

**January 3, 2018**

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:05 p.m. on Wednesday, January 3, 2018 in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Dragulski, Cortes, and Beal; Mr. Salvatore joined the meeting at 7:15 p.m.

Excused – Messrs. Kelly and Derr

Guests – Messrs. LaClair and Shea, Selectman Cook

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

Ms. Cook reported that: 1) SCTV request will be considered at Monday's BOS meeting; and 2) the Solar Farm was approved with more to come.

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

#### **a. Project Budget and Guidance from Bond Counsel**

Regarding Sean Kimball's 12/27/17 letter, Mr. LeClair explained it relates to the budget update; and because there were 2 sources of funding for this project they needed to properly clarify accounting for: 1) \$1,950,000 approved for Phase 2; or 2) \$515,000 earmarked from Climate Control funding for all 7 schools. They used the \$515,000 number in the State grant application because the Friar estimate was \$510,000 actual gymnasium cost; as stated in the 12/27/17 letter last paragraph, Bond Counsel advised the Town there were 2 separate appropriations and to charge \$359,250 HVAC related costs to that project and charge the rest to Henry James funding of \$950,000. A past budget footnoted \$515,000 from the Climate Control Project which is now the final number for bond issuance in a total budget of \$2.45 million leaving \$45,000 surplus providing a turn back of \$175-176,000 that will not be spent. Chairman Ostop did not believe a further vote was required at this point in the meeting.

Mr. LeClair noted that at the last meeting the first half of the retainage was approved for release upon completion of the work with a copy to the Chairman; and for release of the final 2 ½%

retainage, Mountford's goal is to provide close-out documents at end-January, and they are requested to put that goal in writing. There is potential for a small amount of additional bond premium related to alternates done, as previously discussed. Mr. LeClair anticipated receipt of paperwork for the Committee's February meeting.

#### **4. SCTV Relocation**

- a. Memo from Richard Ostop to Board of Selectmen

Chairman Ostop reviewed his 1/3/18 letter to the BOS requesting PBC be released from this charge as there is no additional work required.

Mr. Salvatore arrived at 7:15 p.m. providing a quorum. Chairman Ostop provided a review of the previous finance discussion for Henry James.

*Mr. Cortes made motion to move the Bond Counsel letter forward regarding the appropriate way to account for Henry James portion of the Climate Control project. Mr. Dragulski seconded the motion. The motion passed unanimously.*

#### **6. Eno Memorial Hall Renovations**

Mr. Shea provided supplemental documents to the Committee.

- a. Monthly Cost Control Report
- b. .Report – JaffeHolden

Ray Giolitto of NCA noted the JaffeHolden 12/28/17 (Rev1) Draft memo discusses the existing audio system and 3 upgrade options: 1) add an assisted listening device to the existing system; 2) install a new system with capabilities similar to the existing system, but with additional controls for non-technical users via a keypad; and 3) amplification of music, which is expensive and currently not desired by existing theatre groups. The Committee suggested considering option 1 with option 2 as an addendum for budgeting purposes.

Mr. Giolitto reported on discussions with SHPO about the auditorium's 3 ½ second reverberation time, which is very high given the vaulted ceiling. Of the options discussed with SHPO, the most viable option was placing acoustical panels on the walls, assuring trim/molding remains visible, and custom matching panel fabric to the wall color is used; the schematic on the last page of drawings provided shows this plan to date. Julie Carmelich of SHPO found this plan acceptable provided existing plaster reveals remain visible. Calculations by Mark Reber of JaffeHolden show reverberation time would drop to an acceptable 1 to 1 ½ seconds and is a \$25-

30K item; as shown on page 2 of the 1/3/17 estimate; adding assisted listening to the existing sound system is budgeted at \$5K; replacing the existing system with digital controls, new speakers, for ease of users is budgeted at \$50k; and the 2-inch thick acoustical panels and miscellaneous electrical enhancements are budgeted at \$26.5K – the panels would be installed as discussed with SHPO. Mark Reber's report on page 5 shows an example of such an installation, but not that color. The Committee agreed on proceeding with the panel option.

Mr. Giolitto also discussed Eno's lower level with Ms. Carmelich, including kitchen and toilets. They found much of the toilet duct work was removed and replaced with electrical and cable, much of it horizontal which would require holes in the walls to put in new duct work; however, from an historic perspective Ms. Carmelich was accepting of removing and storing the historic upper window sashes as the current windows are below grade, and installation of an insulated panel with mounted fan outside and shutter louvers allowing maintenance staff to operate the fan exhaust function. Ms. Carmelich agreed to removal of the existing water closets and urinals with better fitting accessible sinks, marble walls cleaned/regROUTED, new lighting and ceiling, replacing ground tile flooring with period appropriate black/white basket weave pattern and black base, and toilet stall doors replaced with stainless steel doors and partition. He has requested Mr. Shea arrange for removal of urinals in order to investigate sanitary issues and noted floor mounted urinals are acceptable again. He added one of the plumbing fittings on the sinks must be removed as it must go through a mixing valve to provide 110 degree water; he did not believe the building had a mixing valve given limited plumbing. He provided an updated cost estimate of about \$100k for both toilets with design contingencies noted; the Committee thought the budget seemed low. Mr. Shea noted that \$260K is budgeted for the project. Mr. Giolitto indicated they are ready to have the engineers provide more detail.

Mr. Giolitto discussed the kitchen and that there were no issues for SHPO with the original cabinets remaining. On the 2<sup>nd</sup> page of drawings, the K8 existing large stainless steel table would be relocated as counter space for the stove; K15 will be a new accessible prep table; the sinks, range and where washing provide 42 inches of clear counter space with a 5-foot plus diameter turn around at kitchen bottom. He spoke with Sanitarian, who considers this a Class 3 restaurant requiring a floor-mounted grease interceptor, which is included in the budget. He met again with FVHD who require a new hand sink (K17) in the dishwashing area; K5 is the existing front loading dishwasher, K14 is 3 sink bays with a counter above; K13 would be designated for chemical storage; K16 is added storage shelving; K10 is a new ice maker requested by staff and the smallest they could find and near a sink and with indirect floor drain for both; K12 are new mobile warming cabinets; K11 is a new freezer; K2 is an existing freezer; K3 is an existing refrigerator; K1 is the existing electric range with front controls; K4 is the existing range hood; the existing mobile warming food cart will be moved to the youth room alcove with new side shelving. He reiterated the goal to move/store items elsewhere currently stored in the kitchen. He added the Duraflex floor cost is about \$8 sq. ft. and included in the budget. He noted that during kitchen construction, staff needs to continue having access to refrigerators and freezers for food distribution; and temporarily moving the freezers was discussed. The Committee suggested double checking the budget.

Mr. Giolitto discussed construction phasing and possible relocation. He proposed approaching the project all at one time. Mr. Shea indicated discussions have been initiated to free up the area as much as possible, but are not finalized; an update will be provided at the next meeting. Mr. Giolitto anticipated beginning the project in April following input from engineers. He will further discuss costs with Mr. Shea. Chairman Ostop indicated the Committee needs to receive budget totals and potentially phasing the project and that cost; Mr. Shea indicated possibly the acoustical work could be separate and the Town Attorney would likely approve phasing. The Committee suggested keeping any design addition to the project simple so that it could easily be removed.

***Mr. Dragulski moved to approve payment of Invoice #1 for \$12,350.00 from Northeast Collaborative Architects. Mr. Salvatore seconded the motion. The motion passed unanimously.***

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

### **c. Monthly Cost Control Report**

Mr. Shea reported on expenditures to date, including approved change orders, which are at about the \$10K budgeted contingency, with pool work on schedule, drain set, installation of pumps and filters, and work continuing inside/outside.

### **d. TLB Architecture Invoice #2017.021-5**

***Mr. Cortes moved to approve payment of Invoice No. 2017.021-5 for \$1,250.00 from TLB Architecture. Mr. Dragulski seconded the motion. The motion passed unanimously.***

### **e. IMTL Invoice #3217-B.**

***Mr. Salvatore moved to approve payment of Invoice Number 3217-B for \$409.00 from Independent Materials Testing Laboratories, Inc. Ms. Beal seconded the motion. The motion passed unanimously.***

Mr. Shea provided the Committee with an invoice received today from the architect with project about 50%+ complete, and decking and pool plastering to be done in the spring. A page was missing and Mr. Shea will verify the numbers.

***Mr. Salvatore moved to approve payment of Application #4 for \$101,217.50 from Construction Services of New England. Mr. Cortes seconded the motion. The motion passed unanimously.***

## **7. Old Business**

None.

## **8. New Business**

Chairman Ostop stated that the next meeting will be February 5<sup>th</sup> at 7:00 p.m.

### **1. Minutes – December 4, 2017 Meeting**

*Mr. Dragulski moved to accept the December 4, 2017 Minutes, as revised. Mr. Salvatore seconded the motion. The motion passed unanimously.*

## **9. Adjourn**

*Mr. Cortes made a motion to adjourn the meeting at 8:09 p.m. Mr. Dragulski seconded the motion. The motion was passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk