

**Public Building Committee  
Regular Meeting Minutes  
May 7, 2018  
*Subject to Approval***

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, May 7, 2018 in the Board of Education Conference Room located at 933 Hopmeadow Street, Simsbury, CT.

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

Excused – Derr, Walter

Guests –Ms. Cook, Mr. LaClair, Mr. Shea

**1. Public Audience**

No one spoke for public audience.

**2. Minutes – April 2, 2018 Meeting**

*Mr. Dragulski moved to approve the April 2, 2018 minutes. Mr. Salvatore seconded the motion. The motion passed unanimously.*

*Mr. Cortes noted the following correction on Page 2, #3 first sentence reads “Mt. LaClair” and should read “Mr. LaClair”.*

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

Ms. Cook noted that the Board of Selectmen passed the Henry James project. She also noted that the new Mill Rate will be 36.42 Mills. Ms. Cook stated that the Fire District budget has not yet been set but will probably be 1.17 Mills. This will give the total Mill Rate of 37.59 for a reduction of 2.4 Mills from this past year. Ms. Cook noted that this would be a 6% decrease.

**4. Henry James Memorial School**

Mr. LaClair discussed Phase II of the Henry James project. He referenced the manuals and warranties that they were waiting for and have been received within the last week. Mr. LaClair noted that Freddie Khericah, Kaestle Boos, verified that everything was completed as per specifications.

- a. Proposed Change Order #27 (Bond Premium)

***Mr. Salvatore made a motion approve change order #27 - Bond Premium from W. J. Mountford Co. in the amount of \$636.00. Mr. Kelly seconded the motion. The motion passed unanimously.***

- b. Pay Application # 8 – W. J. Mountford

***Mr. Kelly made a motion to approve Pay Application #8 from W. J. Mountford Co. in the amount of \$9,816.00. Mr. Dragulski seconded the motion. The motion passed unanimously.***

Mr. LaClair noted that this was for the remaining work that had not been finished.

- c. Pay Application #9 Final Retainage – W.J. Mountford

***Mr. Dragulski made a motion approve change Pay Application #9 from W. J. Mountford Co. in the amount of \$48,136.00. Ms. Beal seconded the motion. The motion passed unanimously.***

Mr. LaClair distributed and explained the Henry James Renovation – Phase II budget worksheet to members. He noted that the turn back amount is \$165,927 to the Town's General Fund.

Mr. LaClair noted that he met with the Town Manager to show her the Phase III format so that it can be submitted to the Board of Selectmen at their next meeting on May 30th for the State Grant.

***Mr. Salvatore made a motion to apply for a State Grant for Phase III and for the Board of Selectmen to refer the project to the Public Building Committee and to advertise for a Construction Manager. Mr. Kelly seconded the motion. The motion passed unanimously.***

Members discussed the process for advertising and hiring of a construction manager for this project.

**5. SCTV Relocation**

There were no discussions at this meeting on this topic.

**6. Simsbury Farms Pool Improvements – Phase 2**

**a. Monthly Cost Control Report**

Mr. Shea noted that the work is progressing but has been hampered by the weather. He stated that an additional 11 days has been requested to complete the project. Mr. Shea stated that work should be substantially completed before opening day. He noted that the completion day should be May 29<sup>th</sup>.

**b. Pay Application #8 – Construction Services of New England, Inc.**

***Mr. Kelly made a motion approve Pay Application #8 from Construction Services of New England, Inc. in the amount of \$124,022.50. Ms. Beal seconded the motion. The motion passed unanimously.***

**c. TLB Architecture Invoice #2017.021-08**

***Ms. Beal made a motion approve TLB Architecture Invoice #2017.021-08 in the amount of \$150.00. Mr. Salvatore seconded the motion. The motion passed unanimously.***

## **7. Eno Memorial Hall Renovations**

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

Mr. Shea noted that they received only two bids on the renovations project and the acoustical sound improvements for Eno. He stated that the bids came in a little higher than anticipated, which are outside the budget.

Mr. Shea stated that they are trying to get approval from the State to recharacterize some Grant funding but the approval on this has not yet come through.

### **b. Summary of Bids/References**

Mr. Giolitto and members discussed the bids received for this project and if anything can be done to lower the cost.

***Mr. Cortes made a motion to authorize Mr. Ostop, Mr. Shea and Mr. Giolitto to create a list to meet with the two bidders on this project to see what can be removed from the bids to lower the cost. Mr. Kelly seconded the motion. The motion passed unanimously.***

Mr. Shea discussed the handout that summarizes the bids received for the Audio System Upgrades /Replacement with members. There were four bids received.

### **c. ARC Invoice #976063**

***Mr. Kelly made a motion approve ARC Invoice #976063 in the amount of \$143.09. Mr. Cortes seconded the motion. The motion passed unanimously.***

### **d. Northeast Collaborative Architects – Invoice #5**

***Mr. Salvatore made a motion approve Northeast Collaborative Architects – Invoice #5 in the amount of \$5,634.50. Ms. Beal seconded the motion. The motion passed unanimously.***

**8. Old Business**

No old business discussed at this meeting.

**9. New Business**

Next Public Building Committee meeting is June 4, 2018.

**10. Adjourn**

***Mr. Cortes moved for a 7:45 p.m. adjournment. Ms. Beal seconded the motion. The motion passed unanimously***

Respectfully submitted,

Leslie Brigham  
Commission Clerk