

## **PUBLIC BUILDING COMMITTEE**

Regular Meeting Minutes

November 5, 2018

*Subject to Approval*

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, November 5, 2018, in the Board of Education Conference Room at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Messrs. Salvatore, Kelly, Derr, Dragulski, and Egan.

Excused – Messrs. Cortes and Walter were excused.

Guests – Messrs. LaClair and Shea; and for Downes Construction Company – Dave Heer, Pre-Construction Manager, Tracy Brennan, Estimator, Thomas Romagnoli, Assistant Director of Operations, and John Fraioli, General Supervisor; and Brennan White, Landscape Architect, and Jennifer Mangiagli of Kaestle Boos Associates.

### **1. Minutes of the October 15, 2018 Special Meeting**

*Mr. Kelly made a motion to approve the October 15, 2018 Special Meeting Minutes. Mr. Dragulski seconded the motion. The motion was passed unanimously.*

### **2. Board of Selectmen Liaison Report**

Chairman Ostop read a note re use of Eno Hall by outside groups from Liaison Cooke who was not present.

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

- a. Project Update: Downes Construction and Kaestle Boos Associates

Mr. White and Ms. Mangiagli of Kaestle Boos indicated they are preparing to submit applications to Planning, Zoning, and Design Review this week; the Public Hearing and DRB will be December 3<sup>rd</sup>. Mr. White reviewed the current layout for site improvements and provision for connectivity and accessibility around the school and various proposed plantings. He discussed regular and handicapped parking spaces and drop-off area. Regarding electric vehicle charging stations, Ms. Mangiagli responded they will look at what high performance credits that can be achieved. Mr. White discussed tree types, building heights, and locations in relation to the building, which will be discussed with DRB. Mr. White noted parking proposed in the front if the school is an alternate bid item. He indicated an existing memorial would be re-located to a courtyard with additional features planned. A larger area of the courtyard represented a potential classroom; the benefits of potential types of material used for a seat wall and snow removal were discussed.

b. Review of Site Plan/Site Logistics

Mr. Romagnoli of Downes indicated they met with the town staff, the assistant principal and design team and they are comfortable with the plan, and hope to meet this week with the Fire and Police Departments. He noted there are two separate additions that will both begin at the same time in the spring noting 6' high fencing, staging, parking, and access areas, and a berm intended to minimize disruption to nearby residents and the school; and also providing for emergency access to the school. He explained they have rules for working in occupied schools to protect student activity with disruptive site work done in the first or second summer when students are not present. He added they will incorporate additional considerations into the plan and hold a good neighbor meeting at the school inviting all abutters and interested parties to attend and explain the plan to them. He believed no abutters to be closer than 150 feet.

Regarding second shift work, Mr. Romagnoli indicated that might happen inside during interior renovations during school holidays; outside temporary lighting would be directed down and out for security and visibility. He indicated there would be access during the summer to recreational fields and parking worked out with the school/town. Port-a-potties are preferred for employees and no smoking, fraternizing, or radios are allowed by employees onsite.

Mr. Romagnoli indicated for forensics they would take advantage of Election Day to sample as many areas as possible.

Mr. Heer reviewed the next design meetings are scheduled for November 15<sup>th</sup> and 29<sup>th</sup> coinciding with the next phase of deliverables for design development and the estimate likely in preparation for the next Committee meeting on December 3<sup>rd</sup>. He discussed managing risk and that the 10% contingency is now about 12% for design and estimating. The State permit fee

decimal point was also adjusted. He noted the forensic list provided to the Committee has been adjusted to reflect new information or requirements.

Regarding coordinating with the December 5th State DVR meeting, Ms. Mangiagli reviewed that the State has a checklist for project status, including State and local approvals and a design development estimate in line with the value of the grant, and any alternates. There are no specific approvals at the meeting.

Regarding high performance targets, Ms. Mangiagli planned to report on that at the next Committee meeting.

- c. Kaestle Boos Associates, Inc. – Invoice #16018.04-3

***Mr. Derr made a motion to approve payment to Kaestle Boos for Invoice Number 16018.04-3 in an amount not to exceed \$106,478.00. Mr. Kelly seconded the motion and it passed unanimously.***

For the record, Chairman Ostop noted that SCTV is on hold.

#### **4. Simsbury Farms Pool Improvements – Phase 2**

Mr. Shea reported one outstanding item for ladders not yet received and anticipates closeout next month.

- a. TLB Architecture – Invoice #2017.021-9

***Mr. Kelly made a motion to approve payment to TLB Architecture for Invoice No. 2017.021-9 in the amount of \$100.00. Mr. Salvatore seconded the motion and it passed unanimously.***

- b. Monthly Cost Report

Provided.

## **5. Eno Memorial Hall Renovations**

Mr. Shea reported there is a meeting planned tomorrow and anticipated contract signing for acoustical panels. Painting of cabinet hinges during encapsulation was discussed and Mr. Shea will look into potential issues.

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

Provided.

## **6. Old Business**

None.

## **7. New Business**

### **a. 2019 Meeting Dates**

***Mr. Salvatore made a motion to accept the published 2019 meeting dates for report to the Town Clerk. Mr. Dragulski seconded the motion and it was passed unanimously.***

Chairman Ostop reported on the October 29<sup>th</sup> FOI meeting and for the record noted that members cannot have discussions outside the meeting, except what is on the public record; once a meeting is on the record with the Town Clerk, the agenda can be amended by 2/3 vote at the meeting; a motion is required to go into and out of executive session, and if a motion is made, that is done after coming out of executive session; and discussion can be summarized in the minutes and minutes are due 7 days after the meeting with motions made available in 2 days, if they are asked for.

**8. Adjourn**

*Mr. Derr made a motion to adjourn the meeting at 8:12 p.m. Mr. Walter seconded the motion and it was passed unanimously.*

Respectfully submitted,

Janis Prifti

Commission Clerk