

**Public Building Committee
Regular Meeting Minutes
December 5, 2016
Subject to Approval**

Chairman Ostop called the Regular Meeting of the Public Building Committee to order at 7:00 p.m. on Monday, December 5, 2016 in the Board of Education Conference Room located at 933 Hopmeadow Street, Simsbury, CT.

Present – Chairman Ostop, Cortes, Derr, Kelly, Laureno, Salvatore

Excused – Dragulski, Patrino, Boardman

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

1. Public Audience

No one spoke for public audience. Mr. Jeff Gutsfeld was present at meeting.

2. Minutes – November 7, 2016 Meeting

Chairman Ostop made the following changes to the November 7, 2016 minutes:

Page 1 - meeting date should be, Monday, November 7, 2016 in title and first paragraph.

Page 3 - #5 Henry James Memorial School – a. Architect's Invoice #16018.01 – Phase II - The motion should include #16018.01 – "Phase II"

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

3. Board of Selectmen Liaison Report – Cheryl Cook

Ms. Cook noted that the only public building discussed was the conversion of the Tariffville School to natural gas. She noted that they had a presentation by the Natural Gas program.

Ms. Cook stated that there has been some discussion of converting the Fire House in Tariffville and the elementary school as anchor tenants if the project goes forward. She stated that this would require the conversion within the school.

4. Henry James Memorial School

Mr. LaClair introduced Mr. Brian Solywoda and Ms. Jennifer Mangiagli from Kaestle Boos to committee members. Mr. LaClair noted that the final review will be ready for the next meeting in January as well as a cost estimate from Kaestle Boos.

Chairman Ostop questioned whether a contract has been signed with Kaestle Boos for this project. Mr. LaClair noted they are still in the final phases of the language review. Mr. Solywoda noted that a final draft has been submitted and they are waiting back for comments.

Mr. LaClair distributed a simple budget summary to committee members.

a. Phase II - Review of preliminary plans and cost – Kaestle Boos

Ms. Mangiagli gave an overview to committee members of the preliminary plans for Phase II for Henry James Memorial School. Some of the items included in this project are:

- Removal/replacement of flooring upper level
- Locker replacement
- Paint Walls
- Flooring replacement in stairs
- Close off stair railings
- New lighting in two stair wells
- New HVAC units in gymnasium
- Renovation of restrooms on main level in center of building
- Locker room conversion on main level
- Enlarge bathroom in Health office and doorway
- Display cases on main level
- Upgrades to elevators

Ms. Mangiagli discussed some areas included in Phase III:

- Auditorium
- Media Center
- Option for SCTV to move into Auditorium addition
- Expanding Science lab rooms

Mr. LaClair distributed the Kaestle Boos Phase II schedule to committee members.

Ms. Mangiagli noted that they are working on a local review of the drawings next week. Mr. LaClair confirmed that committee members will have the electronic drawings sent to them by December 12th.

Mr. Burke distributed and discussed the Henry James Renovation – Phase II tracking cost exhibit at a cost of \$2,465,000.

- b. Kaestle Boos Associates #16018.01 Invoice #1 – Phase II

Mr. Derr made a motion to approve Kaestle Boos Associates #16018.01 Invoice #1 – Phase II in the amount of \$11,820.00. Mr. Salvatore seconded the motion. The motion passed unanimously.

- c. Kaestle Boos Associates #16018.01 Invoice #2 – Phase II

Mr. Salvatore made a motion to approve Kaestle Boos Associates #16018.01 Invoice #2 – Phase II in the amount of \$12,805.00. Mr. Kelly seconded the motion. The motion passed unanimously.

- d. Kaestle Boos Associates #16018.02 Invoice #2 – Phase III

Mr. Salvatore made a motion to approve Kaestle Boos Associates #16018.02 Invoice #2 – Phase III in the amount of \$1,700.00. Mr. Kelly seconded the motion. The motion passed unanimously.

5. Central School Partial Roof Replacement

- a. Payment Application #5 – partial retainage release (to be distributed at the meeting)

Mr. LaClair noted that he received a pay application #5 from Quality Roofing to release some of the retainage, however, the architect did not receive some of the paperwork close out and did not sign off.

Mr. LaClair distributed the Central School Partial Roof Replacement Project pay application exhibit to committee members and noted the Outstanding Encumbrances of \$29,092. Chairman Ostop noted that \$133,748 will be sent back to the Town.

Mr. LaClair discussed what needs to be done by Quality Roofing for the completion of this invoice.

6. Senior/Community Center

Mr. Shea discussed what preliminary work has been done with Northeast Collaborative Architects to date. He also noted that they did a walk-through of Eno Hall with Mickey Lecours-Beck. He distributed a proposal to committee members with a scope of the work and a fee. Mr. Shea stated that they are trying to get a good estimate in terms of what can be bought with \$3M to \$5M. This is the range given by the Board of Selectmen.

It was discussed why they have not met with the State historical group to find out what will be allowed in the renovation of Eno Hall. Chairman Ostop noted that there was a report done in the past and Mr. Ray Giolitto, Northeast Collaborative Architects, should get a copy of this report.

Mr. Giolitto discussed his understanding of Eno Hall and what preliminary work has been done by NCA. He explained what needs to be completed before the next Public Building meeting and to be ready for Referendum by February 3, 2017. He stated that he should have something to present to committee members by December 26th.

Mr. Giolitto and committee members discussed future parking spaces and a drop off area for Eno Hall.

Mr. Salvatore made a motion to approve the Design Fee for Phase I and the Reimbursable Cost Estimator Expense from Northeast Collaborative Architects for \$36,000. Mr. Cortes seconded the motion. The motion passed unanimously.

7. SCTV Relocation

Chairman Ostop discussed options of relocating SCTV to another location in Town before getting into Phase III of the Henry James renovation.

Mr. Cortes made a motion to designate a sub-committee to search for alternative sites for SCTV. Mr. Derr seconded the motion. The motion passed unanimously.

Members of the sub-committee are Mr. Derr, Mr. Kelly and Mr. Laureno

8. Simsbury Farms Ice Rink Shelter

Chairman Ostop discussed a letter that he received from Attorney Timothy Hailey who represents Chase & Son Building and Remodeling Associates regarding the Ice Rink Shelter. The letter claims that his client has not been paid to date for work performed. The letter states that his client is owed \$35,711.94. Attorney Hailey is requesting copies of all certified contracts concerning the project.

Mr. Shea stated that he spoke to the General Contractor regarding the status of payment to Chase & Son and discussed the paperwork that is still required to the General Contractor.

a. Construction Change Directive #1

This Construction Change Directive #1 from Diversity Construction Group Change Order #8 was approved by telephone poll for \$5,869.38.

b. Pay application #6 – Diversity Construction Group

Chairman Ostop recommended that committee members not process this payment from Diversity Construction Group in the amount of \$37,259.00. He stated that the application is not signed by the architect and is not acceptable for payment.

Mr. Derr made a motion to not pay any further bills from Diversity Construction Group until we clarify the potential claim. Mr. Cortes seconded the motion. The motion passed unanimously.

c. Monthly Cost Control Report

Mr. Shea briefly discussed the Monthly Cost Control Report.

Mr. Shea distributed two additional Change Orders from Diversity Construction Group.

a. Change Order #9 – Concrete pump cost \$2,181.28

Mr. Kelly made a motion to approve Order #9 from Diversity Construction Group. Mr. Salvatore seconded the motion.

Change Order #9 has been tabled until clarification.

b. Change Order #10 – Paint Changes \$2,433.64

Mr. Derr made a motion to approve Order #10 from Diversity Construction Group. Mr. Kelly seconded the motion.

Change Order #10 has been tabled until clarification.

9. Simsbury Farms Pool Improvements

Mr. Shea discussed work currently being completed on this project.

- a. Pay application #1 – Construction Services of New England, Inc.

Mr. Salvatore made a motion to approve Invoice Pay Application #1 from Construction Services of New England, Inc. in the amount of \$58,472.50. Mr. Laureno seconded the motion. The motion passed unanimously.

- b. Monthly Cost Control Report

Mr. Shea briefly discussed the Monthly Cost Control Report

10. Old Business

No old business discussed.

11. New Business

Next meeting will be Wednesday, January 4, 2017.

12. Adjourn

Mr. Derr moved for a 9:00 p.m. adjournment. Mr. Salvatore seconded the motion. The motion passed unanimously.

Respectfully submitted,

Richard Cotes
Secretary