

PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, November 1, 2017 - 7:00 P.M.
Town Hall, 84 South Main Street - Council Chambers

Members Present: Mr. Mark Nash
Mr. Jim McKenney
Mr. Vincent Robitaille
Mr. Richard Clavet
Mr. Steven Durkee
Mr. Phillip Bowman
Mr. Richard Levy
Mr. David Arai

Members Absent: Mr. Art Crooker

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, Board of Education

I. PLEDGE OF ALLEGIANCE

The assembled group recited the Pledge of Allegiance.

II. ROLL CALL

Mr. Nash called the meeting to order at 7:00 p.m. Roll was called and a quorum determined.

III. PUBLIC ADDRESS

There was no one from the public who wished to address the Commission.

IV. GENERAL CORRESPONDENCE

There was no general correspondence.

V. APPROVAL OF MINUTES - October 4, 2017

MOTION by Mr. McKenney to approve the minutes of the October 4, 2017 meeting.

SECONDED by Mr. Bowman and opened for discussion.

The following amendment was noted:

1. Under Roll Call, Mr. Robitaille should be changed to Mr. Nash.

The motion was returned to a vote and passed 7-0-1 with an abstention by Mr. Arai.

VI. MONTHLY FINANCIAL STATUS

Commission members reviewed the monthly financial status report of open Town projects.

VII. CONSENT CALENDAR

MOTION by Mr. McKenney to approve the Consent Calendar.

SECONDED by Mr. Levy and passed 7-0-1 with an abstention by Mr. Arai.

VIII. OLD BUSINESS

1. EXHIBIT A: Town of Cheshire Charter/PBC Ordinance revision Update

Mr. Robitaille stated the subcommittee on this project expects to send out proposed changes in verbiage soon.

2. PROJECTS

A. Districtwide Lavatory Improvements

In Mr. Crooker's absence, Mr. Noewatne stated the bid was advertised on October 25, 2017 and is due on November 21, 2017. There is a walk through tomorrow.

B. Utility Tunnel Improvements

In Mr. Crooker's absence, Mr. Clavet stated the inspection report made recommendations regarding the standard degradation of pipe insulation and two small pipe leaks (one sanitary, one supply). The materials have been ordered and the initial course of action will be on Election Day with follow up work to be done over the December holiday break.

C. CHS Interior Code Compliance

Mr. Masciana presented the initial draft RFP and stated it was written to focus on the need for a subject matter expert in code compliance and state construction grant applications. Mr. Masciana states \$1.38 million has been appropriated for this project. Mr. Noewatne stated this may be a good project for a project manager. Mr. McKenney suggested looking for local construction students or professors as possible project managers for PBC projects. Mr. Noewatne stated he will look into this possibility.

D. CHS Exterior Storage Building

Mr. McKenney stated the subcommittee is waiting for this project to be approved by the Town Council. Mr. Noewatne stated the Town capital budget should move soon now that a State budget has been approved.

Mr. Arai stated the International Building Code is expected to change in March 2018 and could cause the design and fees to change.

E. Emergency Shelter Generators

Mr. Clavet stated completion of the BMS tie in is waiting on the programmer. Mr. Clavet stated that during the power outage from Sunday's storm, the generator worked flawlessly.

F. School Generator Hook-ups

Mr. Durkee stated the Town Council approved this project to go out to bid. The bid will be due late December with a walkthrough over February break and proposals due before the March meeting. Mr. Clavet gave Mr. Durkee kudos for his appearance before the Town Council on this project.

G. Doolittle Cafeteria Renovation

Mr. Noewatne stated the bids are due by November 16, 2017 and a walkthrough is scheduled for November 7, 2017.

H. CHS Concession Stand

Mr. Clavet stated there are two punchlist items remaining. The brick has been repointed and will be painted in the spring. Mr. Masciana stated the food sales for the concession stand are up 30% from this time in prior years. Mr. Masciana extended a big thank you to the PBC for overseeing this project.

I. Districtwide Roofs

Mr. Clavet stated this project is ongoing with spot repairs as needed. Mr. Clavet stated he is pleased with the work New England Masonry and Roofing is doing.

3. OTHER OLD BUSINESS OF THE PBC

None.

IX. NEW BUSINESS

1. Project Management options

As previously discussed, Mr. Noewatne will look at local colleges for construction students or professors who might be interested in managing PBC projects.

2. Election of Chairperson and Secretary

MOTION by Mr. McKenney to nominate Mr. Nash as Chairperson of the PBC.
SECONDED by Mr. Clavet and passed unanimously by all those present and voting.

MOTION by Mr. McKenney to nominate Mr. Crooker as Secretary of the PBC.
SECONDED by Mr. Nash and passed unanimously by all those present and voting.

3. Dates for PBC meetings in 2018

MOTION by Mr. McKenney to accept the 2018 PBC meeting dates.
SECONDED by Mr. Bowman and passed unanimously by all those present and voting.

4. Other new business of the PBC.

There was a brief discussion about the current project at the Cheshire Public Library that is not being overseen by the PBC.

MOTION by Mr. McKenney for Mr. Nash, as Chairperson of the PBC, to request information regarding the process and development of the current project at the Cheshire Public Library.

SECONDED by Mr. Clavet and passed unanimously by all those present and voting.

X. ADJOURNMENT

MOTION by Mr. Levy to adjourn at 7:50 p.m.

SECONDED by Mr. Clavet and passed unanimously by all those present and voting.

Attest,

Karen Gill
Recording Secretary