

**PUBLIC BUILDING COMMISSION – Meeting Minutes  
Regular Meeting - Wednesday, July 11, 2018 - 7:00 P.M.  
Town Hall, 84 South Main Street - Council Chambers**

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

Members Absent: Mr. Phillip Bowman

Additional Present: Mr. George Noewatne, Director of Public Works

**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 public address.

**IV. GENERAL CORRESPONDENCE**

There was no general correspondence.

**V. APPROVAL OF MINUTES - June 6, 2018 Regular Meeting**

**MOTION** by Mr. Levy to approve the minutes of the June 6, 2018 regular meeting as submitted.

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

## **VIII. OLD BUSINESS**

### **1. PBC Ordinance revision update**

Mr. Robitaille stated the Town Attorney responded with a proposed draft of revisions to the PBC Ordinance. Mr. Robitaille expects to have a close out meeting of the subcommittee and present the proposed draft to the full PBC next month. There was a brief discussion.

### **2. PROJECTS**

#### **A. Districtwide Lavatory Improvements**

Mr. McKenney stated construction on this project started on time and has been progressing well. Mr. McKenney stated asbestos was identified. Mr. Clavet stated the asbestos has been abated.

#### **B. Utility Tunnel Improvements**

Mr. Clavet stated he is in the process of scheduling the tunnel inspections. Mr. Clavet anticipates the inspections will occur mid-August and during the winter to check for steam leaks, etc.

#### **C. CHS ADA Interior Code Compliance**

Mr. Clavet stated this project is awaiting the architect's report and has been deferred to 2019.

#### **D. CHS Exterior Storage Building**

Mr. McKenney stated this project was presented to and approved by the Town Council. Mr. McKenney stated as a member of the subcommittee on this project, he takes issue with an ex parte communication that occurred between the Board of Education, the contractor and a member of the Planning and Zoning Department. Mr. McKenney stated this is a PBC project and under the PBC ordinance, there should be no interference from parties with no authority to act on behalf of the PBC. Mr. Nash stated the action that taken was well-intended, but did not follow protocol for PBC projects. Mr. Nash stated the PBC has a mandate from the Town Council

to get this project completed as soon as possible. There was a brief discussion.

E. Emergency Shelter Generators Hook-up Plugs

Mr. Durkee stated a project meeting will be held tomorrow at Norton School. This project is on schedule and is expected to be completed before school starts.

F. Doolittle Cafeteria Renovation

Mr. Durkee stated he spoke with the architect and this project is on schedule and going smoothly.

G. Districtwide Roofs

Mr. Clavet stated there is no report on this matter.

H. Roof Replacement - Fire Headquarters

**MOTION** by Mr. McKenney that the PBC recommend the Town Council authorize hiring the second lowest bidder, Gold Seal Roofing & Sheetmetal, Inc., to replace the roof on Fire Headquarters. The PBC is recommending Gold Seal Roofing & Sheetmetal, Inc. due to prevailing wage.

**SECONDED** by Mr. Robitaille and passed 7-1-0, with an opposing vote by Mr. Clavet.

There was a brief discussion.

I. Library Renovation

Mr. Nash stated the construction at the library is ongoing. The lower level is expected to be closed to the public for several months due to construction.

J. Park Bathroom Upgrades

Mr. Arai stated there was a progress meeting at the end of June with Mr. Noewatne and Mr. Wojas. It is expected the designs will be finalized and a recommendation made at next month's PBC meeting.

**3. OTHER OLD BUSINESS OF THE PBC**

None.

**IX. NEW BUSINESS**

A. Exhibit A. Proposal for Doolittle bathroom upgrades from Silver/Petrucci

Mr. Clavet stated he would like to recommend that the PBC get ahead of the next phase of the Districtwide Lavatory Renovations by hiring Silver/Petrucci to begin designing the renovations at Doolittle School. Mr. Clavet stated that although this project isn't fully funded, Silver/Petrucci will hold their prices. There was a brief discussion.

**MOTION** by Mr. Durkee to put the design of the next phase of the Districtwide Lavatory Renovations out for RFP.

**SECONDED** by Mr. McKenney and passed unanimously by all those present and voting.

**X. ADJOURNMENT**

**MOTION** by Mr. Robitaille to adjourn at 7:55 p.m.

**SECONDED** by Mr. Crooker and passed unanimously by all those present and voting.

Attest,

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Karen Gill  
Recording Secretary