

**PUBLIC BUILDING COMMISSION – Meeting Minutes
Regular Meeting - Wednesday, October 3, 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. David Arai
Mr. Steven Durkee
Mr. Phillip Bowman
Mr. Vincent Robitaille

Members Absent: Mr. Richard Levy

Additional Present: Mr. George Noewatne, Director of Public Works
Mr. Vincent Masciana, Chief Operation Officer, Board of Education
Mr. Paul Bowman

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 - September 5, 2018 Regular Meeting

Mr. Noewatne stated under Section D. CHS Exterior Storage Building, there was an error in Mr. Clavet's motion. The motion should read, "... the PBC approve the change order for additional fill and concrete, contingent on DEEP and **Planning and Zoning** approvals," not Town Council.

MOTION by Mr. McKenney to approve the minutes of the September 5, 2018 regular as amended.

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

VI. MONTHLY FINANCIAL STATUS

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

VII. CONSENT CALENDAR

There was a brief discussion regarding the May 1, 2018 invoice from Silver Petrucelli & Associates.

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 revisions will come before the Town Council for approval at the October 9, 2018 meeting. There was a brief discussion.

2. PROJECTS

A. Districtwide Lavatory Improvements

There was no update on this matter.

B. Utility Tunnel Improvements

Mr. Crooker stated the report from Geolnsight is forthcoming, There was a brief discussion about the scope of future work in the tunnels when additional funding is available for this project.

C. CHS ADA Interior Code Compliance

Mr. Clavet stated the application for State reimbursement is ready for submission. There was a discussion about the benefits of selecting a contractor with experience navigating the State grant process.

D. CHS Exterior Storage Building

Discussion on this project was deferred to the end of the meeting.

E. Emergency Shelter Generators Hook-up Plugs

Mr. Durkee stated he received a letter that the punch list items have been completed. There was a discussion about manuals and training.

F. Doolittle Cafeteria Renovation

There was a brief discussion.

G. Districtwide Roofs

There was no update on this matter.

H. Roof Replacement - Fire Headquarters

Mr. Bowman stated he received a letter from Gold Seal Roofing & Sheetmetal that the existing HVAC unit is larger than the new one. Therefore, additional steel decking will be required.

MOTION by Mr. Bowman for the PBC to approve the \$43,500 bid price from Gold Seal Roofing & Sheetmetal to replace the two HVAC units including the necessary additional steel decking.

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

I. Library Renovation

There was no update on this matter.

J. Park Bathroom Upgrades

Mr. Noewatne stated the bids are due by October 25, 2018.

K. Solar Carport at Police Headquarters

Mr. Noewatne stated he is awaiting the design drawings for this project.

L. Doolittle Bathroom Renovation

Mr. McKenney stated the subcommittee meeting minutes of September 14, 2018 contained a typographical error referring to Norton instead of Doolittle. No action was taken on this matter.

Mr. McKenney stated the subcommittee met tonight to review the proposals and decided to stay with Silver Petrucelli. There was a brief discussion.

MOTION by Mr. McKenney for the PBC to recommend the Town Council award the contract for this project to Silver Petrucelli in the amount of \$23,900.

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

3. OTHER OLD BUSINESS OF THE PBC

MOTION by Mr, McKenney at 7:25 p.m. for the PBC to go into Executive Session to discuss the CHS Exterior Storage Building project. Mr. McKenney invited Mr. Masciana and Mr. Paul Bowman into Executive Session.

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

IX. NEW BUSINESS

There was no new business discussed.

X. ADJOURNMENT

MOTION by Mr. Clavet to adjourn at 7:32 p.m.

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

Attest,

Karen Gill
Recording Secretary