Public Building Commission  
July 7, 2010  
Monthly Meeting  
Council Chambers Town Hall

Members Present:  Mr. James Brennan  
Mr. Keith Goldberg  
Mr. Mark Nash  
Mr. Ron Palumbo  
Mr. John Purtill  
Mr. Vincent Robitaille

Members Absent:  Mr. Joseph Barba  
Mr. Mike McCardle

Others Present:  Mr. Tod Dixon, User Member

Staff Present:  Mr. George Noewatne, Department of Public Works

Chairman Purtill called the meeting to order at 7:05 p.m. Roll was called and a quorum determined. The assembled group recited the Pledge of Allegiance.

APPROVAL OF MINUTES

Mr. Nash moved that the minutes of the meeting of May 6, 2010 be approved as published, subject to correction. The motion was seconded by Mr. Robitaille and carried unanimously.

It was noted that the monthly meeting of June 2, 2010, was cancelled due to lack of quorum.

PUBLIC ADDRESS

There was no one wishing to address the Commission.

GENERAL CORRESPONDENCE

The Chair noted that any general correspondence would be addressed under pertinent subcommittee reports.

MONTHLY FINANCIAL STATUS REPORT

Commissioners received copies of the monthly status report in their packets.
CONSENT CALENDAR

There were no items to be approved on the Consent Calendar.

TOWN ATTORNEY LEGAL ISSUES

There were no items to discuss relating to legal issues.

INVOICES

Mr. Noewatne stated that there were no invoices processed administratively this month.

PROJECTS

Dodd Food Service Upgrade Project

Mr. Nash informed the Commission that there has been a difficult start to this project. At the first job meeting the contractor informed the subcommittee that there was an error in the bid. The contractor neglected to include the refrigeration units in the bid documents, which reflects a $40,000 difference in the bid.

The subcommittee gave the contractor the choice of reviewing their bid, or the bond would be called. The contractor elected to proceed with the project. That situation caused a delay in the job, which Mr. Nash estimates is approximately two weeks. He further commented that he has concerns regarding the project, given the fact that the contractor underbid the project.

Unfortunately the next job meeting proved problematic as well, as the contractor did not show up for the meeting. Further conversation revealed that equipment was to be at the sight last Friday, but that did not occur, and there is no equipment there today.

Commissioners expressed concern regarding the completion date of the portion of the project necessary to be completed by August 23, in time for the start of school. The subcommittee will stress the importance of this date with the contractor. Mr. Nash commented that the contractor does not appear to be cognizant of the importance of the timeline for this project.

Commissioners discussed the problem of the contractor forgetting to include the refrigeration in the bid, since it is such a major part of the project. There is concern that this may cause a problem with the progress of this project.
Mr. Nash reported that there has been some demolition work performed inside the kitchen. It was reported that the Board of Education has made the construction area completely available to the contractor.

There is a job meeting scheduled for tomorrow morning, at which time the contractor is supposed to present the schedule for the project. Mr. Nash stated that asbestos work is scheduled to begin on July 9.

In response to a query from Mr. Dixon, Mr. Nash responded that the recourse available to the Town if the contractor does not fulfill necessary obligations relating to the project is to call the Performance Bond. It was agreed that this is not an alternative that will solve the current problems.

Mr. Palumbo requested a copy of the contract entered into with the contractor. It was agreed that the contract must be reviewed to determine options available to the Commission. Mr. Nash informed the Commission that the subcommittee has requested weekly job meetings rather than every other week, given the problems with the start of this project.

Mr. Purtill queried whether the project components necessary for school opening could be accomplished by August 23. There was discussion regarding wording in the contract documents that give the contractor six months to complete the project. It is not clear if there is delineation in the contract for work that must be completed prior to school opening.

Mr. Dixon stated that the Board of Education needs to be kept informed regarding the progress of the project so contingency plans can be put into effect if the necessary work is not completed by August 23.

Mr. Denis Rioux, architect for the project, stated that the contractor has a good reputation, and he feels that the current problems can be worked out. He does not recommend any action to halt the project at this time.

Mr. Goldberg questioned whether the architect did a complete scope review with the contractor. Mr. Nash responded that a scope review was done, but did not reveal a problem. One problem is that the wording in the specs did not actually use the word “refrigerator”.

Mr. Rioux stated that he is confident that the contractor will have the job schedule available at the meeting tomorrow morning. He noted that the food service personnel have been very flexible in trying to work out the details of the project. They did their part in emptying all refrigerators and freezers.

Mr. Rioux informed the Commission that the Town was responsible for part of the delay in the project, in that necessary documents were not executed in a timely fashion. There was also the issue of obtaining additional funds from the Town.
Council for the project. Mr. Rioux expects equipment to be on the site this week. He explained that delivery of the refrigerator and freezer actually drives the timetable for the project. There has been some concern regarding the sub contractor chosen to supply the units.

Mr. Rioux stated that at this time the August 23 deadline for work to be done before the start of school is still realistic, but will not be easy to accomplish. He stated that the Town is well represented by Mr. Rioux. He will do everything possible to facilitate the progress on this project.

Commissioners agreed that a special meeting might be necessary to move this project along. Mr. Brennan expressed concern regarding options available if the timetable is not viable. Mr. Rioux commented that any aesthetic work is not necessary for the school to open. Work being done in the kitchen is far away from the servery.

Mr. Noewatne offered that there is some site work that has to be completed prior to school opening. Mr. Rioux noted that everyone must be vigilant in monitoring change orders for this project.

Municipal Swimming Pool Enclosure Project

Mr. Purtill stated that there is nothing for the Commission to do regarding this project, since the project failed at referendum. He informed the Commission that he has been asked informally if the team that worked on the last phase of the pool project would be willing to reconvene for another try at finding a solution to the bubble.

Mr. Purtill noted that the subcommittee members are actually still working on information regarding energy savings. Nothing official has come from the Town Council at this time.

ADJOURNMENT

Mr. Nash moved that the Public Building Commission adjourn at 7:45 p.m. The motion was seconded by Mr. Robitaille and carried unanimously.
Respectfully submitted,

John Purtill, Chairman
Public Building Commission

Attest:

Susan F. Zwick