

Draft

Minutes of the regular meeting of the Standing Building Committee held on January 9, 2018

Present: Scott Orenstein, Peter Rader, Shawn Acri

Also present: Cliff Gurnham, Director of Operations; Kevin Mitchill, Technology Director; Ted Sands, Board of Education; Greg Longo, BL Companies; Dave Leonard, Mike Benia, CWA; Aaron Alibrio, Johnson Controls; Larry Appleton, Prospective SBC Member

Mr. Orenstein called the meeting to order at 7:00 p.m.

1. Approval of minutes of regular meeting of December 5, 2017. On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to approve the minutes of the regular meeting of December 5, 2017 as submitted.
2. Public Comment. There were no items discussed under public comment.
3. Board of Finance report. There was no Board of Finance report
4. Revisions to agenda as appropriate. No revisions to the agenda were necessary.
5. Discuss for possible action update on district-wide wiring upgrades. Mr. Mitchill provided a copy of the detail for the work necessary for the district wide wiring upgrades. The project includes three parts including cabling, network equipment and camera installation. The detail is required for the project to meet eligibility for federal funding. A project walk thru is scheduled for January 18 and interested bidders will be provided with CAD drawings to use to develop their numbers but they will be advised they must confirm any information provided.

On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to approve the plans and specifications for the district wide wiring upgrades for the project to go out to bid, subject to final review by Town Counsel.

6. Update on Community Center roof replacement project. Mr. Orenstein noted that the update on the Community Center roof replacement project is not ready for this meeting
7. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the \$30,000 credit for Change Order #5, for accepting the error with the egress windows installed at Baldwin Middle School, has been accepted by the Board of Education. The Committee had indicated they would agree to the Change Order subject to Board of Education approval so he requested action be taken to approve this change order.

On motion made by Mr. Rader, and seconded by Mr. Orenstein, the Committee voted unanimously to approve Change Order #5 for a \$30,000 credit for accepting the change in the egress windows installed, rather than the windows specified in the project plans, for the Baldwin Middle School window replacement project.

2-Minutes of the regular meeting of the Standing Building Committee held on January 9, 2018

8. Update on Melissa Jones roof project. Mr. Leonard reviewed the plans for the Melissa Jones roof replacement including the solar installation. The plans also highlight the location of all the areas of lead coated copper that are include in the deduct alternate. A set of the updated drawings and specifications are available for review.

Mr. Leonard also noted that a meeting is scheduled with the State in Hartford on January 30th and he hopes to hear back from the State within two weeks of the meeting so the project can go out to bid in a timely manner. The State will need to receive local review documentation before the meeting and he believes the plans are complete enough for the Building Official and Fire Marshal to conduct their review since there are no life safety or fire issues.

Mr. Gurnham requested Standing Building action to approve the plans and specifications.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to add to the agenda under New Business, approval of the plans and specifications for the Melisa Jones roof project.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve the plans and specifications for replacement of the Melisa Jones roof project.

Mr. Alibrio noted that he has no update this evening but he will plan to attend Standing Building Committee meetings on a regular basis to provide any updates on Performance Contracting.

9. Update on Electrical Upgrades for Baldwin, Jones and Cox. Mr. Longo introduced Mike Benia, Electrical Engineer for the electrical upgrades for Baldwin, Jones and Cox.

Mr. Gurnham noted that the estimated cost for the HVAC work is over the threshold for being able to select from the on-call list so the project will need to go out to bid.

Mr. Benia provided the Committee with a set of plans available for review and noted that they will also be conducting an in-house review of the drawings to provide another check.

Mr. Benia reviewed the plans for Cox School noting that they do not call for a full panel replacement but they will be asking that the panels be verified, replaced if necessary and then be labeled. The project will include an alternate for any new panels that need to be replaced. There is also an add-alternate for new cables to upgrade the feeder and to replace the conductors. The switchboard has been surveyed and no modifications are required. He noted that this is a very straight forward project with very clear drawings. There are a number of items that will be noted during the walk through.

Mr. Benia reviewed the plans for the Baldwin Middle School HVAC project. Additional work on this project includes changing the 1600 amp switchboard to a 2500 amp switchboard including a new pole and a new feeder. The individual feeders will be listed in the alternate section. Mr. Benia also noted that he will be providing a set of the Baldwin plans to a representative from Eversource for their input.

3-Minutes of the regular meeting of the Standing Building Committee held on January 9, 2018

Mr. Gurnham noted that the Town will send out a notice to potential bidders so he requested that BL provide him with a list of any vendors that they recommend be included.

Mr. Gurnham requested Standing Building action to approve the plans and specifications for the electrical upgrades for Baldwin, Jones and Cox.

On motion made by Mr. Acri, and seconded by Mr. Rader, the Committee voted unanimously to add to the agenda under New Business, approval of the plans and specifications for the electrical upgrades for Baldwin, Jones and Cox schools.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve the plans and specifications for the electrical upgrades for Baldwin, Jones and Cox schools.

10. Chairman's report/Committee correspondence. Mr. Orenstein noted that he had received correspondence from Mr. Gurnham regarding the Melissa Jones School roof replacement project. .

11. Take action on items as appropriate. There were no items discussed under #11.

12. Approval of bills. On a motion made by Mr. Rader, and seconded by Mr. Acri the Committee voted unanimously to confirm approval of Change Order #1 for \$5,471.00 additional soil for the Baldwin Middle School windows project and to authorize the Chairman to sign.

On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to approve a bill from Terry Holland-Buckley for \$238.00 for 14 hours of secretarial services for November and December, 2017.

On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to approve a bill from BL Companies for \$500.00 for mechanical and electrical meetings for the HVAC Electrical Upgrades for Baldwin, Jones and Cox.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve a bill from Orlando Annuli for \$24,504.00 for 66% completion of contractor services for the Baldwin Middle School Doors and Windows Replacement project.

13. Old business. Mr. Gurnham reminded members to review the draft flow chart for review, approval and administration of both Town and Board of Education projects, that he had previously sent out to the members.

14. New business. Mr. Appleton noted that he is a retired Landscape Architect who is interested in serving as a member of the Standing Building Committee. His expertise is in site work. Mr. Orenstein noted that it is always beneficial for the Committee to be made up of people with various backgrounds and with knowledge of the construction process. He noted that the Committee reviews both Board of

4-Minutes of the regular meeting of the Standing Building Committee held on January 9, 2018

Education and Town projects from the perspective of the owner. Mr. Gurnham provided background information on the process used by the Board of Education to develop and plan for projects.

Mr. Orenstein reviewed the process that Mr. Appleton should follow with the Town Committees if he is interested in being appointed as a member of the Standing Building Committee.

15. Executive session as needed. There were no items for discussion in executive session.

On motion made by Mr. Rader, and seconded by Mr. Acri, the Committee voted unanimously to adjourn the meeting at 8:30 p.m.

Terry Holland-Buckley
Clerk