

Draft

Minutes of the regular meeting of the Standing Building Committee held on November 6, 2018

Present: Scott Orenstein, Chris Anderheggen, David DeMaio

Also present: Cliff Gurnham, Director of Operations; Mike Ayles, Board of Finance; Sean Merrick, Johnson Controls

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

1. Approval of minutes of regular meeting of October 2, 2018. On motion made by Mr. Orenstein, and seconded by Mr. DeMaio, the Committee voted unanimously to approve the minutes of the regular meeting of October 2, 2018 as submitted.
2. Public Comment. There were no items discussed under public comment.
3. Board of Finance report. Mr. Ayles explained that he is a principal in the firm Antinozzi and Associates. When this firm applied to serve on the Town's On-Call list he approached the Board of Ethics to make sure this would not be a conflict of interest. The Board of Ethics advised that it was acceptable for the firm to apply but recommended that Mr. Ayles come back to them if the firm is selected. Once the firm was selected he had further discussion with the Board of Ethics and they recommended that he no longer serve as the liaison to the Standing Building Committee and that he have no say in the creation of fees or the management of day to day projects with the Town. He will be making an announcement at the next Board of Finance meeting to insure transparency. Even though he can no longer serve as the liaison to the SBC, he feels strong that it is important that a relationship between SBC and the BOF continue. He recommended that another Board of Finance member volunteer to serve as liaison or that a Standing Building Committee member serve as a liaison and attend the BOF meetings on the third Monday at 7:30 p.m. at the Community Center. Mr. DeMaio suggested that the SBC consider having members rotate attendance of the Board of Finance meetings so the need to attend a second meeting is not placed on one member and to give the BOF members an opportunity to meet all of the SBC members. Mr. Ayles agreed to discuss this recommendation with the BOF and report back to the Committee.
4. Revisions to agenda as appropriate. There were no revisions to the agenda necessary.
5. Discuss for possible action update on Performance Contracting. Mr. Merrick noted that the majority of the current performance contracting projects are substantially complete. About 10% of the lighting work is still outstanding since some problems arose with obtaining the specified product. The goal is to complete the lighting work by the end of December. All four boilers are up and running. The solar at Lakes, Jones and Cox has been inspected and Lakes and Jones will be turned on tomorrow. The Cox system still needs a new meter to be installed. The High School and Adams solar work will be inspected next week and Adams might be started up next week with the High School start-up to occur at a later date. A panel was changed at DPW because they were not comfortable with the array on the roof. Full control will be turned over to building management as items are completed. Mr. Gurnham

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noted that two payment requisitions have been submitted for consideration under payment of bills.

6. Update for possible action GHS Turf Field. Mr. Gurnham noted that mediation for the GHS Turf Field project is scheduled for December 12th. Mr. Hoey, Mr. D'Onofrio, Mr. Maynard, Mr. Sands and he will be attending.

7. Update for possible action Town Hall Elevator and Fire Alarm Upgrades project. There was no update on the Town Hall Elevator and Fire Alarm Upgrades project. This item can be removed from the agenda. Mr. Gurnham agreed to contact Janice Plaziak, Town Engineer, to attend the next Standing Building Committee meeting to meet the members and to become familiar with the Committee's process.

8. Update for possible action Community Center Roof Replacement project. There was no update on the Community Center Roof Replacement project. It is understood that that this project is complete and can be removed from the agenda.

9. Discuss for possible action update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the contractor is continuing to work on the punch list items for the Baldwin Middle School Windows and Doors project. The contractor sent over a proposal for Change Order #8, for additional soil removal, site work and clean-up, but it has not been approved by the architect. He will plan to bring an approved copy of this Change Order for consideration next month.

10. Update on Melissa Jones roof project. Mr. Gurnham noted that they are waiting for the PV approval. Approval was received from Eversouce for Jones and Guilford Lakes to be energized. The Fire Department was provided with roof detail that would be necessary in the event of an event involving the roof. He believes the final payment will be submitted for consideration next month.

11. Discuss for possible action update on HVAC Upgrades at Baldwin and Jones School. Mr. Gurnham noted that they had worked with Silver Petrucelli to develop a proposal and cost estimate for the HVAC Upgrades at Baldwin and Jones School project. They discussed the idea of designing for half of the project now for completion during summer, 2019 with the balance to be completed summer, 2020. The area with the classrooms and including the media center and common areas would be completed first and the west and south sections of the building, band room, main office, gym, locker area and nurse's suite would be included for the summer, 2020 work. They would need to move forward with the engineering soon to be able to get the project out to bid after the first of the year.

As a firm included in the On-Call list, Silver/Petrucelli submitted a proposal for schematic design and contract documents for the project to go out to bid and he would like to move forward with this proposal. He would recommend that another architect from the On-Call List be asked for a proposal for the HVAC upgrades at Jones School.

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On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to recommend award of the design for Phase I of the HVAC Upgrades at Baldwin Middle School to Silver/Petrucci as per their submitted proposal for \$48,720.

12. Discuss for possible action update on Electrical Upgrades at Baldwin and Cox Schools. Mr. Gurnham noted that all Change Orders for the Electrical Upgrades at Baldwin and Cox Schools have been completed. He will be obtaining the official change order for the circuit testing and information on the circuits to have available for consideration next month. A final requisition for payment should also be available for consideration next month.

13. Chairman's report/Committee correspondence. Mr. Orenstein noted that there were no items for discussion under Chairman's report or Committee correspondence.

14. Take action on items as appropriate. There were no items discussed under #14.

15. Approval of bills. On motion made by Mr. Anderheggen, and seconded by Mr. DeMaio, the Committee voted unanimously to approve an invoice from CWA for \$1,765.49 for architectural services including roof inspections and the balance of the PV system for the Melissa Jones Roof Replacement project. Mr. Gurnham noted that the closeout paperwork is still outstanding.

On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from A & W for \$5,292.00 for additional fill for the Calvin Leete Septic System project.

On motion made by Mr. DeMaio, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from Fuss & O'Neill for \$25,626.25 for architectural services including project monitoring and testing for soil removal for the Baldwin Middle School Windows and Doors Project.

On motion made by Mr. Anderheggen, and seconded by Mr. DeMaio, the Committee voted to approve payment of an invoice for \$204,872.25 from Silktown Roofing for contractor services for the Melissa Jones Roof Replacement project.

On motion made by Mr. Orenstein, and seconded by Mr. Anderheggen, the Committee voted unanimously to amend the motion made at the October 2, 2018 meeting to approve payment of an invoice from CDW for \$35,472.00 for contractor services for the District Wiring payment, to reduce the approved amount to \$22,001.40.

On motion made by Mr. DeMaio, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice for \$566.857.00 from Johnson Controls for Performance Contracting services for Board of Education Facilities and for \$147,072.00 for Performance Contracting services for municipal building.

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On motion made by Mr. Anderheggen, and seconded by Mr. DeMaio, the Committee voted unanimously to approve payment of an invoice from Terry Holland-Buckley for \$276.00 for 16 hours of secretarial services for two regular meetings and one special meeting in September and October, 2018.

16. Old business. There were no items discussed under old business.

17. New business. There were no items discussed under new business.

18. Executive session as needed. There was no executive session

On motion made by Mr. DeMaio, and seconded by Mr. Anderheggen, the Committee voted unanimously to adjourn the meeting at 8:40 p.m.

Terry Holland-Buckley
Clerk