

Draft

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

Present: Scott Orenstein, Chris Anderheggen, Jim Goodridge, Peter Rader, Shawn Acri

Also present: Cliff Gurnham, Director of Operations; Mike Ayles, Board of Finance; Steve Neydorf, Town Facilities Director; Rick Maynard, Parks and Recreation Director; Ted Sands, Board of Education; Paul Schmidt, Standing Fields Committee; Robin Hewey, HAKS; Aaron Alibrio, Johnson Controls; Larry Appleton, Louis Mackall, Prospective SBC Members

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

1. Approval of minutes of regular meeting of January 9, 2018. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve the minutes of the regular meeting of January 9, 2018 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. Review and act on plans and specifications for Town Hall Elevator and Fire Alarm Upgrades Project. Mr. Neydorf provided copies of the plans and specifications for the Town Hall Elevator and Fire Alarm Upgrades Project. The project will include updates to the controllers in the elevator, a new elevator fire alarm and a new annunciator panel at the Town Hall back door. The project will be bid as a lump sum and has a budget of \$100,000. Mr. Neydorf noted that the specifications require the contractor to coordinate scheduling with him since the elevator will have to be shut down for a week for the work to be completed. The end of the month is lighter for meetings so it will most likely be scheduled for a date later in the month.

On motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to approve the plans and specifications for the Town Hall Elevator and Fire Alarm Upgrades Project.

6. Discuss for possible action update on Community Center roof replacement project. Mr. Hewey had four sets of plans available for the Committee to review. He noted that, based on comments made at the last meeting he had attended, he has made changes and included multiple notes and comments for contractors to review when developing their bid. He noted that, when the project was originally put out to bid, there was great disparity between bidders with their bid and unit prices. One of the major adjustments made in the new set of plans is the elimination of unit prices. The contractor must insure that their base bid includes all items related to the project. As a result of how the plans are set up, there should not be any requests for extras unless there is an unforeseen circumstance such as rotting in the sheathing which cannot be seen. He noted that the flat roof is included as Alternate #1. The new

2-Minutes of the regular meeting of the Standing Building Committee held on February 6, 2018

set of plans and specifications are basically the same plans with a different approach for how the project is bid.

Mr. Hewey highlighted the hot edge product included in specific areas of the gutters noting that the contractor must have a licensed electrician work on this aspect of the project. The project also calls for a secondary controller.

Mr. Hewey noted that once the project goes out to bid, he will specify approximately four days that the bidders must be available to go onto the roof and he will pick the day the weather will be the most appropriate for the contractors to go out to look at the roof and gutters.

Mr. Hewey requested Committee action as soon as possible so he can move forward with getting the project out to bid so the project can be considered by contractors early in their scheduling season.

The Committee members agreed they needed time to review the complex plans and specifications before taking action. They agreed to hold a teleconference meeting on Monday, February 12 at 6:00 a.m. to discuss and take action. They requested that Mr. Hewey be included on the teleconference call. Mr. Anderheggen agreed to arrange for a number and access code for the meeting and advise the members of the appropriate information.

7. Report on issues with new Synthetic Turf Field at GHS. Mr. Maynard advised that the Parks Foreman had noticed a separation in the carpet and shock pad on the new turf field that was constructed as a part of the GHS project. There is a major separation at the east and west 30 yard lines and other smaller areas of concern. He noted that they had no problems with the field last winter. The contractor, manufacturer representative for the carpet and manufacturer representative for the shock pad have all been contacted and they advised they have never seen a problem like this develop in any of their projects.

Mr. Orenstein provided background information on the turf field noting that, at the end of the GHS construction, there were enough funds available to construct either the Black Box Theatre or turf field and it was determined to move forward with the turf field. The problem that has developed is the responsibility of the contractor or his sub-contractors so they have a responsibility to come up with an acceptable solution.

Mr. Maynard noted that the Town Attorney has sent out a letter to the installer, and carpet and shock pad manufacturer and given them 10 days to advise the Town of how they plan to solve this problem.

Mr. Schmidt noted that there does not appear to be any problem with the drainage.

Mr. Anderheggen commented that he believes it is important to find a way to determine if there are any other areas under the carpet where the pad is separating but the carpet has not yet torn. He

3-Minutes of the regular meeting of the Standing Building Committee held on February 6, 2018

recommended that measurements of the slit be taken at different locations to be able to track if the separations are getting bigger or even receding.

The Committee members suggested that the Town have the field checked with a transit to measure if the field is still level.

The Committee members also agreed that Jake Jarvis, Athletic Director, should be asked to e-mail the other State Athletic Directors and ask them if any of them have had a problem with their artificial turf fields this year.

Mr. Gurnham recommended getting a second opinion from a consultant after the contractor comes back with an explanation and a fix to make sure that the appropriate action is recommended and undertaken.

Mr. Maynard and Mr. Schmidt noted that, due to the problem that has developed and the time necessary to fix the problem, the field will need to be closed most likely through June. GHS and Youth Sports groups will have to be advised that the field will not be available for use this spring.

Mr. Schmidt asked for the Committee's opinion on how to proceed if funds are needed to do some testing to determine the source of the problem that has developed on the turf field. It was noted that, if necessary, the overseeing Department would have to request an emergency special appropriation. However, Mr. Orenstein recommended that nothing be done until a response is received from the contractor and product manufacturers to see if they can come up with a cause for the problem and a solution acceptable to the Town.

8. Discuss for possible action update on district-wide wiring upgrades. Mr. Gurnham noted that the district-wide wiring upgrades project is out to bid with a due date of February 12, 2018. There has been some interest expressed by contractors in this project.

9. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the contractor is making the necessary changes to the windows hardware.

10. Update on Melissa Jones roof project. Mr. Gurnham noted that they met with the State last week to review the plans and specifications. There were no issues uncovered. The Town did have to produce a form and letter and this has been provided. As follow-up they will need to confirm with the roofing manufacturer that the flat roof system is compatible with the proposed solar panels mounting hardware. A meeting was held with the architect, roof consultant and solar panel representative to discuss the interaction of the detail and installation of the solar portion. In addition they need to talk to the architect about an alteration in the 90 degree connection from the gutters to the soffit. Mr. Gurnham noted that they will need to go back to the State again to finish up a number of details. The Architect has been asked to finalize any outstanding items so this project can move forward as soon as possible.

4-Minutes of the regular meeting of the Standing Building Committee held on February 6, 2018

11. Discuss for possible action update on HVAC Upgrades at Baldwin and Jones School. Mr. Gurnham noted that the HVAC Upgrades at Baldwin and Jones School continue to move forward.

12. Discuss for possible action update on Electrical Upgrades at Baldwin and Cox Schools. Mr. Gurnham noted that they are waiting to hear about the wage rates and the project will go out to bid. The goal is to get it out in the next couple of week so there can be a March 6th due date if possible.

13. Chairman's report/Committee correspondence. Mr. Orenstein noted that there is no Chairman's report/Committee correspondence received this month. .

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

15. Approval of bills. On motion made by Mr. Rader, and seconded by Mr. Goodridge the Committee voted unanimously to approve an invoice from CWA Architect for \$3,625.00 for 100% completion of contract documents for the Melissa Jones School Roof project.

On motion made by Mr. Orenstein, and seconded by Mr. Rader, the Committee voted unanimously to approve bills from Fuss & O'Neill for \$212.19 for 1.75 hours of research for the manifest for the soil PCB testing and \$800.00 for 75% completion of the monitoring report for the Baldwin Middle School Windows and Doors project. .

On motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to approve a bill from BL Companies for \$13,250 for 100% completion of the field survey and 75% completion of detail design for the electrical upgrades at Baldwin Middle School and for \$12,600 for 100% completion of the field survey and 100% completion of design for the electrical upgrades at Cox School for a total of \$25,850.00.

On motion made by Mr. Orenstein, and seconded by Mr. Aciri, the Committee voted unanimously to approve a bill from Johnson Controls for \$2,857,906.00 for mobilization and ordering of materials for the scope of work for the Energy Performance contract work. .

16. Old business. Mr. Alibrio explained that the Bank of America has funds in escrow for the Energy Performance Contract projects and interest accrues once the Town begins to draw from this fund. Mr. Alibrio also noted that, now that the project is moving forward, Johnson Controls specialists are starting to do site visits to review physical work, drawings and to conduct inspections. They will also bring in a project manager and site supervisors as necessary. They are currently working on gathering data for the engineering design and the drawings will come before the Standing Building Committee. Johnson Controls will also be on site as the construction begins and bills will be provided based on the percentage of completion. They have developed a preliminary schedule with much of the work to be done during the summer months. Mr. Alibrio noted that it is his understanding that Mr. Gurnham will be the contact for the Board of Education, Mr. Neydorf will be the contact for general Town projects,

5-Minutes of the regular meeting of the Standing Building Committee held on February 6, 2018

the Parks and Recreation Director will be the contract for the Community Center and the Fire Marshal and Chief of Police will be the contacts for the Fire Department and Police Department buildings.

Mr. Albrio noted that they had a kick-off meeting with the Board of Education and the Johnson Controls team has been in a number of buildings. He believes everything is progressing along well at this point. Mr. Sands requested that the Johnson Control members attend the next Standing Building Committee meeting.

17. New business. No items were discussed under new business.

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

On motion made by Mr. Rader, and seconded by Mr. Goodridge the Committee voted unanimously to adjourn the meeting at 8:45 p.m.

Terry Holland-Buckley
Clerk