

DRAFT

Minutes of the regular meeting of the Standing Building Committee held on April 4, 2017

Present: Scott Orenstein, Chris Anderheggen, Jim Goodridge

Also present: Cliff Gurnham, Director of Operations; Ted Sands, Board of Education; Rick Maynard, Director, Parks and Recreation Department; Robin Hewey, Joseph Merluzzo, HAKS

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

4. Revisions to agenda as appropriate. Mr. Orenstein requested that Item #5 be moved up to next on the agenda.

5. Act on request of Parks and Recreation Director to review specifications and plans for the Community Center roof replacement project. Mr. Maynard noted that funds are included in his budget to replace the Community Center roof which is currently 25 years old. There have been some issues with leaks, which have been repaired, but it is now time to replace the roof. HAKS was hired from the on-call list to serve as the project architect.

Mr. Hewey noted that they have developed a site plan, roof plan and elevations for the project for the Standing Building Committee's review. Mr. Hewey reviewed the site plan noting that one issue that still needs to be resolved is the location of the staging area that would be utilized during the construction. The Community Center is heavily utilized and the parking lot is generally full so the contractor will need to coordinate with staff to determine the best area to designate to store items and stage the work. Mr. Merluzzo noted that the contractor will be asked to provide a plan with a methodology on how they plan to utilize the site for a work area. The project will take approximately two months to complete.

Mr. Hewey reviewed the roof plan which included replacement of the slate roof as the base plan and the 880 sf cold tar pitched roof as an add-alternate. He explained the water and ice shield rolled material that will be laid down for protection.

In response to a question by Mr. Goodridge, Mr. Hewey noted that, because this building is in the historic district, the shingles need to have that same appearance as the existing roof. The contractor will have the option to bid on a GAF product which is a 40" single with a 40 year warranty or a Certainteed product which is a 36" shingle with a 50 year warranty. Because this is a public project the shingles cannot be sole source.

Mr. Hewey highlighted the issues related to the flat roof area noting that the contractor would be required to install 4 ½ inches of insulation in this area so options for roofing material include modified SBS, which is cold applied or EPDM, which is glued. This area consists of an approximately 880 sf section.

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Mr. Gurnham suggested that the Town look into obtaining a waiver from the State to allow a modification in the 880sf area. He noted the BOE was able to obtain approval for a modification in the past and the State was reasonable.

Mr. Goodridge suggested that the architect look at the option of adding the needed insulation to the inside area underneath the roof and then covering it up with sheetrock. Mr. Hewey expressed concern for this change possibly impacting mechanicals in the area and he is uncertain if this change would receive approval but agreed to look into it further.

Mr. Hewey advised of another possible problem related to venting above the kitchen roof. He showed the Committee members a sample of a plastic wedge product that should be able to resolve this problem. Mr. Hewey also reviewed a problem with flooding over in the front door area and showed how the plan will include building a new gutter that will divert this water.

Mr. Hewey reviewed the elevation drawings for the project and highlighted issues where they need to address the lead coated copper flashing. He reviewed the details on the plans. He noted that it will be required for all potential bidders to spend time looking at the roof to make sure they totally understand the issues and scope.

In response to a question by Mr. Orenstein, Mr. Maynard noted that the plan was to have the work done during the summer of 2017.

Mr. Hewey suggested that the project could move forward with the base work on the slate work only with the 880sf section being delayed pending an appropriate solution being developed. While this area is not in need of immediate work, there will be a need for this area to be replaced in the future. He noted that obtaining approval for a modification from the State could take a couple of months.

Mr. Orenstein commented that he believes the architect needs to do more work to finalize the plans and resolve the outstanding issues before the Standing Building Committee can take action. Currently there are still too many issues that are unresolved and require additional information and decisions before moving forward including contacting the State about a possible modification for the 880sf roof section. In order to keep the project on schedule, Mr. Orenstein agreed to call a special meeting to act on approval of the plans once the plans and issues have been finalized.

1 Approval of minutes of regular meeting of February 7. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve the minutes of the regular meeting of March 7, 2017 as submitted.

On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted to approve the minutes of the special meeting of March 23, 2017 as submitted. Mr. Goodridge and Mr. Anderheggen voted in favor of the motion and Mr. Orenstein abstained.

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2. Public Comment. There was no one present for public comment.
3. Board of Finance report. There was no Board of Finance report.
6. Update on Baldwin Middle School Windows and Doors project. Mr. Gurnham noted that the Board of Selectmen took action to award the bid for the Baldwin Middle School Windows and Doors project to Orlando Annuli. He was present to explain why the recommendation was to not go with the low bidder. The contract was sent out and he expects it to be returned this week. A kick-off meeting is scheduled for next Monday.
7. Update on Melissa Jones roof project. Mr. Gurnham noted that, at the last meeting, the Standing Building Committee recommended that CWA be hired as the architect for the Melissa Jones roof project contingent upon a successful review by Mr. Gurnham of their experience with the State reimbursement process. This item will be on the agenda for the April 17th Board of Selectmen's meeting as a summer, 2018 project.
8. Update on HVAC in Baldwin and Jones. Mr. Gurnham noted that proposals for the HVAC project at Baldwin Middle School and Jones and Cox Elementary schools were sent to Committee members with a summary. He conducted a scope review with BL Companies, the low bidder at \$22,300. They have done quality work for the Town in the past with the Cox Windows Project so he is recommending the bid be awarded to this contractor.

On motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to recommend that the bid for engineering services for providing a study and an opinion of probable cost associated with surveying the electrical services and studying the HVAC equipment at Cox Elementary, Baldwin Middle and Melissa Jones elementary schools be awarded to BL Companies for \$2,300, as the low bid.
9. Update on Electrical Upgrades for Baldwin, Jones and Cox. Mr. Gurnham noted that electrical work at Baldwin and Jones coincides with the HVAC work and was acted upon in item #8 above.
10. Update on Performance Contracting. Mr. Gurnham noted that the central office has been working on setting a date for a joint meeting of the Board of Selectmen, Board of Finance, Board of Education and Standing Building for a presentation by Johnson Controls on Performance Contracting.
11. Chairman's report/Committee correspondence. There were no items discussed under Chairman's report/Committee correspondence.
12. Take action on items as appropriate. There were no items discussed under #12.
13. Approval of bills. On motion made by Mr. Goodridge, and seconded by Mr. Anderheggen, the Committee voted unanimously to approve payment of an invoice from Silver Petrucelli for \$450.00 for 25% completion of the bid phase of the Baldwin Middle School Windows and Doors project

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14. Old business. There were no items discussed under old business.
15. New business. There were no items discussed under new business.
16. Executive session as needed. There were no items for discussion in executive session.

On motion made by Mr. Anderheggen, and seconded by Mr. Goodridge, the Committee voted unanimously to adjourn the meeting at 9:10 p.m.

Terry Holland-Buckley
Clerk