

**Regular Meeting Minutes  
CAPITAL PROJECT BUILDING COMMITTEE  
Room 302 - Plainville Municipal Center**

**Committee:** Capital Projects Building Committee

**Date:** November 23, 2015

**Time:** 6:00 pm

**CPBC Attendees:** Thomas Arcari, Mark Belanger, Tom Lozaw, Steve Martino, Ken Restelli, Lee Toffey, Jim Tufts

**Absent:** Mel Masse, Richard Negro

**Also Present:** Superintendent of Schools: Jeffrey Kitching, Town Manager: Robert Lee, Facilities Director: Steve Busel, Facilities Manager: Scott Martin, Eagle Environmental, Inc.: Jeff Duigou, Kaestle Boos Associates: Chuck Boos, Jennifer Mangiagli, Plainville Citizen's Group Members: Gary and Janice Eisenhauer, Richard Ireland

**Early Departure:** Gary and Janice Eisenhauer, Richard Ireland, 6:45 PM

**Call to Order:**

**The meeting was called to order at 6:00 pm by Chairman Mark Belanger.**

**STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE SEPTEMBER 28, 2015 MEETING. LEE TOFFEY SECONDED THE MOTION. THE MOTION PASSED 6 YES VOTES, 1 ABSTENTION (MR. LOZAW DID NOT ATTEND THE MEETING). THE MOTION CARRIED.**

Chairman Belanger turned the meeting over to Jeff Duigou regarding an update on the demolition of Old Linden Street School. Mr. Duigou informed the committee that in September, Weston & Sampson decided not to renew their Safety Service Contract with the Educational Resource Consortium; they transferred it over to Eagle Environmental, Inc. Mr. Duigou is now the Vice President of Environmental Sciences for Eagle Environmental, Inc. He will continue as the lead project manager for the project and stated that everything else should remain the same. Discussion continued.

Mr. Duigou then discussed the Old Linden Street School Project Proposed Schedule with the committee:

- |  |                   |
|--|-------------------|
| • DAS School Construction Grants (SCG) | November 24, 2015 |
| • Pre-Bid Conformance Review (PCR)     |                   |
| • Revise/Submit Additional Information | December 4, 2015  |
| • To DAS, SCG                          |                   |
| • SCG Approval to Proceed Letter       | December 23, 2015 |
| • Town Bid Package Announcement        | January 11, 2016  |

|  |                      |
|--|----------------------|
| • Pre Bid Meeting with Contractors             | January 14, 2016     |
| • Contractors Bid Due Date                     | January 22, 2016     |
| • Bid/Contract Award                           | January 26, 2016     |
| • Ten Day Abatement Notification to CT DPH     | January 27, 2016     |
| • Project Kick Off Meeting with Contractor     | January 29, 2016     |
| • Abatement of HAZMAT West Connector           | February 12-16, 2016 |
| • Selective Demolition East and West Connector | February 17-29, 2016 |
| • Abatement of HAZMAT Old Linden School        | March to April 2016  |
| • Demolition of Linden Street School           | May to July 2016     |
| • Repair Linden Street School                  | May to July 2016     |
| • Site Restoration                             | July to August 2016  |

\*Note: The proposed schedule is subject to local and state approvals.

Mr. Duigou is going to work with the contractors to make sure the two buildings are separated before the students come back to school after the February break even if they need to work on the weekend. He has state approval to abate Old Linden when the students are in session as long as the schools have been separated. Once the building has been demolished, Kaestle Boos Associates will monitor restoration of Linden Street School. Discussion continued.

Mr. Duigou and Jennifer Mangiagli from KBA spoke with the Plainville Citizen's Group regarding what items they would like to salvage on the Old Linden building. The items will be stored on site until the restoration begins. Discussion continued.

Superintendent Kitching stated that the last time he attended the CPBC meeting they discussed briefly the Middle School and Wheeler projects. He has scheduled a Board of Education Facilities Committee meeting on December 7<sup>th</sup> to bring it forward to the Board of Education once again. He considers this a maintenance project, there is no 'renovate as new' or 'new space', he is just trying to get items done just to maintain the facility because neither one of them have been touched in years. The committee was given the latest version of what Kaestle Boos put together. Over a year ago Kaestle Boos was reviewing what needed to be done at the two schools and made recommendations as to what maintenance and mechanical items should be looked at as far as 'must do's' and 'prudent to do'. Steve Martino asked how much the numbers have changed since Kaestle Boos did their study. Mr. Boos suggested that the numbers and scope of work should be revisited before it is considered for any referendum preparation. Discussion continued.

Dr. Kitching reviewed the items that were listed:

**Architecture/Site Estimate**

Re-Roofing

Fume Hood Replacement

New Student Lockers

Refinished Gym Floors

New Carpeting

***New MSP Auditorium Seating and Flooring – This has been eliminated as this was done this year due to several of the seats failing***

Sitework (limit scope to paving & tennis court removal)

**MEP/FP Estimate**

Replace Cooling Tower  
Replace Hot Water Boiler  
Upgrade/Replace Chillers  
Install Automatic Isolation Valves on Chillers  
Additional HVAC Upgrades (limited)  
Upgrade Exterior Lighting  
Remove Underground Fuel Oil Storage Tank  
Upgrade Fire Alarm System  
Upgrade Roof Top Air Handlers  
Replace Emergency Generator

Some items would have partial reimbursement but these are maintenance items so it would be up to the State whether they would be reimbursable. Discussion continued.

The committee then discussed the Wheeler School improvements:

**Architecture/ Site Estimate**

Hazmat allowance  
Casework Replacement (related to radiation removal)  
Countertop/sink alternations (related to ADA issues)  
Suspended Ceiling Upgrades (related to HVAC & Lighting)  
Toilet Room Upgrades (related to ADA issues)  
Re-Roofing (all but roofs replaced in 2009)  
Replace Carpet (classrooms & offices)  
Sitework Upgrades (limited from proposal)  
Window/Door Replacement  
Security Vestibule

**MEP/FP Estimate**

Re-Pipe Dry Pipe Sprinkler System  
Upgrade Exterior Lighting  
Remove Underground Fuel Oil Storage Tank  
Upgrade Phone System to District Standard  
Upgrade MBS to District Standard  
Install Cooling for Music Rooms  
Upgrade Electrical Service (including panels)  
Upgrade Fire Alarm System  
Replace Gym, Media Center, and Office RTU  
Replace Steam Boiler with Hot Water (including radiation)  
Upgrade Interior Lighting

The district is also in need of an upgraded communications system for emergencies and safety issues. Discussion continued.

Mr. Lee stated that he has spoken to many of the Town Council members and they want to make sure the project passes at referendum. The Council will probably not push the project until the budget process is over. The CPBC members, Town Council and the Board of Education would have between May and November to explain to Plainville residents why it is so important for the project to pass at referendum. However, one of the problems is the longer it takes to move the project forward the more costly it becomes due to inflation. Dr.

Kitching feels that the district is in pretty good shape because three of the five schools are practically brand new. He feels that it wouldn't take much to modernize the other two buildings and bring them up to speed and keep the district going for another 20 years. Many of the committee members feel that the buildings need repair and the project should move forward. Dr. Kitching reminded Mr. Lee that the parking lot at the Plainville High School needs to be resurfaced as well. Discussion continued.

Mr. Lee will plan a work session with the Town Council the first meeting in January 2016, to bring the projects back for consideration and finalize the timing to go to referendum. Mr. Lee would like KBA to update the figures for the discussion. Discussion continued.

**LEE TOFFEY MADE A MOTION TO APPROVE THE CAPITAL PROJECTS BUILDING COMMITTEE MEETING SCHEDULE FOR 2016. THE MEETINGS WILL BE HELD ON THE 2<sup>ND</sup> TUESDAY AND 4<sup>TH</sup> MONDAY OF EACH MONTH WITH A FEW EXCEPTIONS. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.**

(A copy of the schedule is attached to the minutes.)

Mr. Duigou then reviewed the Task Order Assignment No. 2 with the committee. The Plainville Board of Education, Plainville, Connecticut has requested the services of Eagle Environmental, Inc. to assist with the development of design and contract documents associated with the abatement of hazardous building materials and demolition of the Old Linden Street School building, site restoration, and repair of the Linden Street School building.

**Task Order Scope of Services:**

- A) Additional Asbestos Inspection Services
- B) Hazardous Building Materials Abatement Design Services
- C) Variance Application
- D) Project Coordination/Meeting
- E) Site/Civil, Structural and Demolition Engineering Design Services
- F) Architectural/Engineering Design Services

**STEVE MARTINO MADE A MOTION TO ADJOURN THE MEETING. KEN RESTELLI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.** The meeting was adjourned at 7:30 PM.

Respectfully Submitted,



Tina Gryguc  
Recording Secretary

**MOTIONS OF THE  
CAPITAL PROJECTS BUILDING COMMITTEE MEETING  
MONDAY, NOVEMBER 23, 2015**

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**Capital Projects Building Committee Meetings**  
**2<sup>nd</sup> Tuesday of Each Month - 2016**  
**4<sup>th</sup> Monday of Each Month - 2016**  
**Municipal Center - Room 302**

Tuesday, January 12

Monday, January 25

Tuesday, February 9

Monday, February 22

Tuesday, March 8

Monday, March 28

Tuesday, April 19            (April 11-15 is April vacation)

Monday, April 25

Tuesday, May 10

Tuesday, May 23

Tuesday, June 14

Monday, June 27

Tuesday, July 12

Monday, July 25

Tuesday, August 9

Monday, August 22

Tuesday, September 13

Monday, September 26

Wednesday, October 12            (BOE meeting will be held on October 11)

Monday, October 24

Wednesday, November 9

(Election Day November 8)

Monday, November 28

Tuesday, December 13

Wednesday, December 28

(December 27 is 'Christmas Day' observed  
Buildings are closed)