

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

Committee: Capital Projects Building Committee

Date: November 27, 2017

Time: 6:00 pm

CPBC Attendees: Tom Arcari, Mark Belanger, Tom Lozaw, Steve Martino, Richard Negro, Ken Restelli, Jim Tufts 6:20 pm

Absent: None

Also Present: Superintendent: Dr. Maureen Brummett, Director of Business and Operations: Sam Adlerstein, Facilities Director: Steve Busel, Kaestle Boos Associates: Chuck Boos, Scott Mangiagli, O&G: Mark Sedensky, Custodial Manager: Scott Martin, Assistant to the Town Manager: Scott Colby, Danny Carrier

Early Departure:

Call to Order:

The meeting was called to order at 6:00 PM by Chairman Belanger.

Approval of Minutes:

STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 10, 2017 MEETING WITH CORRECTIONS. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Invoice Approval:

STEVE MARTINO MADE A MOTION TO APPROVE INVOICE #3 FROM KBA DATED OCTOBER 28, 2017 FOR SCHEMATIC DESIGN PHASE IN THE SUM OF \$16,260.40. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

MCA Survey Proposal:

At the October 10 meeting there was an approval by the committee to move forward with MCA Consulting Engineers & Surveyors services for the Wheeler project. Because it was over \$10,000 the Survey project went out to Request for Proposal (RFP). When the bids came back there were two lower bids for the Surveyors services. Scott Mangiagli will have a meeting with the Survey Companies that have bid on the project next week to determine if the proposals include all of the scope of work that was submitted. He would like to hold off on this until the meeting is held. Discussion continued.

OSCG&R Discussion:

Mr. Mangiagli informed the committee that the Office of School Construction requested a meeting with KBA and Dr. Brummett because there was a problem with school renovation status. From the beginning KBA and O&G have informed the State that the building was oversized but the State had said that this could be waived. They were informed at this last meeting that they want to see more students in the school. Dr. Brummett was asked to add approximately 45 students to the school once the renovations are complete. Dr. Brummett came up with a plan to add the students and the State agreed that they would approve the renovation status. As soon as the meeting was over, Dr. Brummett received an e-mail from the State that she would need to update the enrollment status. Dr. Brummett and Sam Adlerstein are now in the process of updating enrollment. Dr. Brummett informed the committee that she has received a letter that states that the project has been approved for renovation status. The reimbursement rate is still the same 65.36% and has been locked in but if more students are not added to the school they could hold back reimbursement. Discussion continued.

Slab Moisture Testing:

Plainville issued a PO with Tri State for moisture testing at the school. They will coordinate with the school a time that this testing can be done. The purpose of the test is to make sure there is no potential moisture issue in the slab.

Masonry Investigation:

This is scheduled for Wednesday, November 29 and is being coordinated between KBA and the principal at Wheeler. There is an issue on some of the bricks that may have a moisture problem. They will remove some of the bricks and do testing before moving forward.

Commissioning Agent:

An RFP was issued by the Town for a Commissioning Agent on the Wheeler project. It is due back by 12/19/17. If there are any questions they are being asked to contact Mark Sedensky from O&G. Once the proposals do come in, they will be looking for a quick approval by the Committee to move forward with a Commissioning Agent on the project. Discussion continued.

Eagle Proposal for HAZMAT:

Eagle Environmental, Inc. (Eagle) is pleased to submit this proposal to conduct Phase II environmental site investigation (ESI) services at 15 Cleveland Memorial Drive in Plainville, CT (the 'site'). The purpose of the investigation is to assess if releases of regulated materials have occurred at the Site within and adjacent to the recognized environmental conditions (RECs) identified in the Eagle report on "Phase I Environmental site Assessment" – Frank T. Wheeler Elementary School 15 Cleveland Memorial Drive Plainville, CT dated October 24, 2017. The RECS listed in the Phase I ESA are as follows:

1. Pad Mounted Transformer Historical Release
2. Oil - Water Separator
3. 10,000 gallon Fuel Oil UST

PHASE II ENVIRONMENTAL SITE INVESTIGATION:

Eagle proposes conducting the following scope of work associated with Phase II ESI:

1. Health and Safety Plan
2. Call Before You Dig
3. Soil Boring
4. Reports

5. Project Specifications

The fee for the above proposal is \$7,308.00. Discussion continued.

RICHARD NEGRO MADE A MOTION TO MOVE FORWARD WITH THE PROPOSAL SUBMITTED BY EAGLE ENVIRONMENTAL NO. 17-342 FOR PHASE II OF THE WHEELER PROJECT IN THE SUM OF \$7,308.00. STEVE MARTINO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Review of the 2018 CPBC Calendar:

STEVE MARTINO MADE A MOTION TO APPROVE THE CALENDAR FOR 2018 FOR THE CAPITAL PORJECTS BUILDING COMMITTEE MEETING SCHEDULE. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. A copy of the calendar is attached to the minutes.

Other: Clarence Welts Associates invoice approval:

STEVE MARTINO MADE A MOTION TO APPROVE INVOICE#20744 DATED NOVEMBER 13, 2017 FOR TEST BORING & GEOTECHNICAL STUDY AT WHEELER SCHOOL IN THE SUM OF \$8,100.00. RICHARD NEGRO SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Mr. Belanger introduced Scott Colby to the Committee who is the Assistant to the Town Manager. Mr. Colby will be attending all CPBC meetings.

Adjournment:

RICHARD NEGRO MADE A MOTION TO ADJOURN THE MEETING. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 6:35 PM.

Respectfully Submitted:



Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
MONDAY, NOVEMBER 27, 2017**

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Capital Projects Building Committee Meeting Schedule
2nd Tuesday of Each Month - 2018
4th Monday of Each Month – 2018
Municipal Center – Room 302
Time: 6:00 PM

Tuesday, January 9

Monday, January 22

Tuesday, February 13

Monday, February 26

Tuesday, March 13

Monday, March 26

Tuesday, April 17

Monday, April 23

Tuesday, May 8

Tuesday, May 29 **Monday, May 28 is Memorial Day**

Tuesday, June 12

Monday, June 25

Tuesday, July 10

Monday, July 23

Tuesday, August 14

Monday, August 27

Tuesday, September 11

Monday, September 24

Tuesday, October 9

Monday, October 22

Tuesday, November 13

Monday, November 26

Tuesday, December 11

Monday, December 24 the second meeting of the month of December
is cancelled.