

**Special Meeting Minutes  
CAPITAL PROJECT BUILDING COMMITTEE  
Municipal Center – Room 200**

**Committee:** Capital Project Building Committee

**Date:** March 19, 2018

**Time:** 6:00 pm

**Attendees:** Tom Arcari, Mark Belanger, Danny Carrier, Thomas Lozaw, Steve Martino, James Tufts

**Absent:** Richard Negro, Ken Restelli

**Also Present:** Town Manager: Robert Lee, Assistant to the Town Manager: Scott Colby, Superintendent: Dr. Maureen Brummett, Facilities Director: Steve Busel, Custodial Manager: Scott Martin, KBA: Scott Mangiagli, John Chipko, O&G: Mark Sedensky

**Early Departure:**

**Call to Order:**

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

**Approval of Minutes:**

**STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FOR THE FEBRUARY 13, 2018 MEETING. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.**

**Special Inspection Proposal:**

John Chipko, Structural Engineering Manager for KBA informed the Committee that he has been an engineer for the past 37 years and has been with KBA for 20 years. The General Assembly started thinking about Special Inspections after the collapse of the Hartford Civic Center, but it wasn't until the collapse of the L'Ambiance Plaza in Bridgeport, CT in 1987 that caused the Assembly to initiate the Special Inspection Program. Mr. Chipko was involved in starting the Special Inspection program. He was part of a team that figured out exactly what would need to be inspected according to the State Building Code. They put together a list of items requiring inspection and now have an International Building Code which sets the priority for inspecting steel, concrete, wood and masonry. As the Special Inspector for the Wheeler School project, Mr. Chipko reviewed all the different material that need to be reinforced or constructed and developed a State Special Inspections. KBA does most of the special inspection but the testing lab is hired by the firm independently. This is a mandatory requirement for inspections, almost every building needs special inspections with the exception of home residence. Discussion continued.

Mr. Lozaw asked what makes it special. And isn't that what the Construction Manager should do. It seems unreasonable to him. There are certain specifications and credentials that the special inspectors need to sign off on the project. Discussion continued.

**STEVE MARTINO MADE A MOTION TO APPROVE THE PROPOSAL FROM KBA FOR SPECIAL INSPECTIONS ON THE WHEELER PROJECT DATED JANUARY 20, 2018 IN THE SUM OF, NOT TO EXCEED, \$9,700.00. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED 5 VOTES YES, 1 ABSTENTION. (MR. LOZAW ABSTAINED FROM VOTING). THE MOTION CARRIED.**

Mr. Lozaw is still not satisfied; he still feels the Construction Manager can do this. Mr. Chipko explained that he is responsible for signing off on the Final Inspection Report, which means that either he or a staff member had to read every report from the tests taken. Discussion continued.

**Haz/Mat Testing Results:**

Mr. Sedensky thought the Haz/Mat would be complete from TRC for asbestos, nothing surprising came in but the report is incomplete and will be discussed at the next meeting on Monday, March 26. TRC, KBA and O&G will get together at the end of the week to discuss more testing that will need to be done. Eagle Environmental's report came in and so far they have found no concerns regarding the exterior of the building as well. This report will also be discussed at the next meeting. Discussion continued.

**Approval of Invoices:**

**STEVE MARTINO MADE A MOTION TO APPROVE INVOICE #16066.02-1 DATED FEBRUARY 28, 2018 IN THE SUM OF \$4,400.00 FOR DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS AND CONSTRUCTION ADMINISTRATION. INVOICE #16066.01-7 DATED FEBRUARY 28, 2018 IN THE SUM OF \$108,402.50 FOR SCHEMATIC DESIGN PHASE, DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.**

Mr. Lozaw asked if the Town has authorized payment for the invoices, Mr. Lee stated that the Town has approved the invoices. Discussion continued.

**STEVE MARTINO MADE A MOTION TO APPROVE PAYMENT TO HARRY E. COLE FOR INVOICE #6580 DATED FEBRUARY 14, 2018 IN THE SUM OF \$8,350.00 TO PERFORM BOUNDARY & TOPOGRAPHIC SURVEY AND PREPARE MAPPING FOR THE WHEELER PROJECT. JIM TUFTS SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.**

Mr. Lee stated that Plainville's Building inspector was asked to signing off on the plans and specification for the project. He is wondering if the committee could authorize a 3<sup>rd</sup> party sign off on this. Mr. Mangiagli will speak with the Building inspector regarding this issue. Discussion continued.

Mr. Mangiagli stated that the schedule will move forward with all of the critical sign off's for the project. He will have forms for the next meeting to be signed off by Chairman Belanger, the Superintendent and Board of Education Chairperson. There will be a State meeting on April 3 to review all letters and forms and make sure they are complete. Discussion continued.

Mr. Busel, Facilities Director discussed specific systems that they are looking to include in the project. Discussion continued.

**Adjournment:**

**STEVE MARTINO 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*

Tina Gryguc  
Recording Secretary

**MOTIONS MADE AT THE  
CAPITAL PROJECTS BUILDING COMMITTEE MEETING  
MONDAY, MARCH 19, 2018**

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