

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

Committee: Capital Project Building Committee

Date: August 14, 2018

Time: 6:00 pm

Attendees: Tom Arcari, Mark Belanger, Danny Carrier, Tom Lozaw, Ken Restelli

Absent: Steve Martino, Richard Negro, James Tufts

Also Present: Assistant to the Town Manager: Scott Colby, Facilities Director: Steve Busel, Custodial Manager: Scott Martin, Water Pollution Control: Joseph Alosso, Town Council Liaison: Jesse Gnazzo

Early Departure:

Call to Order:

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

Approval of Minutes:

KEN RESTELLI MADE A MOTION TO APPROVE THE MINUTES FOR THE REGULAR MEETING ON JULY 10, 2018. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Update: Waste Water Treatment Plant

Mr. Alosso gave an update on the project. He asked if everyone received the Pre Construction Meeting Summary that was forwarded to the Committee. The Committee indicated that they had received the Summary. He stated that all building permits have been issued for the project. There will be a meeting scheduled for the project on the second and fourth Thursday of the month at 9:00 am starting on August 23 at the WWTP, all are welcome to attend. The contractor is on site. There will be an official Ground Breaking Ceremony on October 9th at 10:00 am. Invitations will be forwarded to the Committee. He informed the Committee that he submitted a few additional needed upgrades to the State for possible inclusion in the Phosphorus Upgrade to take advantage of the grant/loan arrangement we have with them. He wanted the Committee to be aware that 2 of the 3 submissions have been accepted and is confident the third will be accepted as well. The savings to the Town is about \$6,000 plus 20% of the installation cost. The contractor's application for payment will be received on the 15th of each month. This will give time for Mr. Alosso to review it and then bring it to the Committee for approval. Mr. Alosso asked if the last meeting of the month is cancelled, is there a way to approve the payment going forward. Chairman Belanger stated that a motion could be made allowing either Town Manager Robert Lee or Chairman Belanger to sign off on the application so there will be no delay in payment on the project. Mr. Lozaw is concerned that the Committee would not have a chance to review the application prior to approval. In case the meeting is cancelled the application will be forwarded to the Committee via e-mail or regular mail for review prior to approval by Chairman Belanger or Mr. Lee. Discussion continued.

DANNY CARRIER MADE A MOTION THAT IF THERE IS NO QUORUM FOR A MEETING, AND THE MEETING IS CANCELLED, EITHER CHAIRMAN MARK BELANGER OR TOWN MANAGER ROBERT LEE COULD AUTHORIZE PAYMENT FOR THE WCPF PHOSPHORUS REMOVAL UPGRADE PROJECT. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY THE MOTION CARRIED.

The invoice would be brought to the next meeting for full Committee approval. Discussion continued.

Update: Plainville High School Repaving Project, Wheeler Elementary School Renovation Project

Steve Busel gave an update on the projects. He stated that the area around the track has been paved and the parking lots have been lined. They are working on the drain line moving it more toward the road which is a better location. Unfortunately there has been a lot of rain delaying the project slightly. O&G has been on sight, most of the concrete work is completed. They will be working on the front of the school this week. Discussion continued.

At Wheeler the abatement is complete, they are cleaning in the tunnel and should be done tomorrow. A temporary carpet has been installed and can be reused in different areas once the new flooring is installed. The Facilities staff will be working at Wheeler School returning the furniture back into the rooms. Anything that is not needed will go to U-Haul in Plainville for storage. Mr. Busel is concerned about getting rid of furniture that will not be used until the FF&E has been approved by the State. The project is on schedule at Wheeler. Fencing will be installed around the construction areas so the students will be protected. Discussion continued.

Approval of Invoices:

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO DANIEL O'CONNELL'S & SON FROM HOLYOKE, MA FOR PROJECT #2018-115 DATED AUGUST 10, 2018 FOR THE WPCF PHOSPHORUS REMOVAL UPGRADE PROJECT IN THE SUM OF \$136,223.35. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Mr. Lozaw questioned why the contractor did not sign the application. Mr. Alosso stated that the final application will be signed by the contractor and that it will be received at the end of the month. He felt that since the Committee was meeting and this was the first payment submitted he would bring it for review. Going forward the invoices will be presented at the second meeting of the month. Discussion continued.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO KBA FOR INVOICE #16066.01-12 DATED JULY 31, 2018 IN THE SUM OF \$8,338.77 FOR THE WHEELER SCHOOL PROJECT. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Mr. Lozaw would like someone from the Town to sign off on the invoices that are brought before the Committee. Scott Colby, Assistant to the Town Manager, stated that all the invoices are check according to contract and are accurate. He will sign off on the invoices prior to being sent to the Committee for consideration. Discussion continued.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO KBA FOR INVOICE #16066.05-3 DATED JULY 31, 2018 IN THE SUM OF \$8,500.00 FOR THE

WHEELER SCHOOL PROJECT. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO KBA FOR INVOICE #16067.00-5 DATED JULY 31, 2018 IN THE SUM OF \$3,750.00 FOR THE HIGH SCHOOL PAVING PROJECT. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO O&G FOR INVOICE #228661 DATED JULY 18, 2018 FOR PRE-CONSTRUCTION AT WHEELER SCHOOL IN THE SUM OF \$20,000.00. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO O&G FOR INVOICE #228662 DATED JULY 18, 2018 FOR PRE-CONSTRUCTION AT PLAINVILLE HIGH SCHOOL IN THE SUM OF \$20,000.00. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

KEN RESTELLI MADE A MOTION TO APPROVE PAYMENT TO IES FOR INVOICE #12691 DATED JULY 13, 2018 FOR COMMISSIONING SERVICE AT WHEELER SCHOOL IN THE SUM OF \$348.50. DANNY CARRIER SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

Other:

Chairman Belanger stated that he received information in the mail from the Planning and Zoning Commission that is updating Plainville's 2009 Plan of Conservation and Development (POPD). The updated plan will look 10 to 20 years into the future and recommend policies and actions that are intended to guide local efforts, enhance the community and improve the quality of life for residents and they are seeking input from the CPBC. All the meetings will be held in the Council Chambers, Room 304 at the Plainville Municipal Center at 7:30 pm.

The dates are as follows:

Tuesday, September 11, 2018	Conservation-Related Topics
Tuesday, October 9, 2018	Development-Related Topics
Tuesday, November 13, 2018	Infrastructure-Related Topics

Mr. Gnazzo asked what happens if the Wheeler Project falls behind schedule. Mr. Busel stated that it is written in the contract that if the project falls behind the contractor is responsible and will make up the time by working nights and weekends. Discussion continued.

An e-mail was sent by Danny Carrier on Wednesday, August 15, 2018 to Chairman Mark Belanger, Robert Lee, Town Manager and Scott Colby, Assistant to the Town Manager.

It is as follows:

"Please accept this e-mail as my resignation from the Capital Projects Building Committee effective immediately, as I can no longer serve in this capacity".

Regards,

Danny Carrier

Adjournment:

DANNY CARRIER MADE A MOTION TO ADJOURN THE MEEING. TOM ARCARI SECONDED THE MOTION. THE MOTION PASSES UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 6:55 pm.

Respectfully Submitted,

TINA Gryguc

Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
TUESDAY, AUGUST 14, 2018**

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