

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

Committee: Capital Projects Building Committee

Date: November 9, 2016

Time: 6:00 pm

CPBC Attendees: Thomas Arcari, Mark Belanger, Steve Martino, Tom Lozaw

Absent: Richard Negro, Ken Restelli, Jim Tufts (by phone)

Also Present: Town Manager: Robert Lee, Superintendent: Dr. Maureen Brummett, Director of Business & Operations: Sam Adlerstein, Facilities Director: Steve Busel, Custodial Manager: Scott Martin, Kaestle Boos Associates: Chuck Boos, Jennifer Mangiagli, O&G: Ken Biega

Early Departure:

Call to Order:

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

STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 12, 2016 MEETING. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

STEVE MARTINO MADE A MOTION TO APPROVE THE INVOICES FROM EAGLE ENVIRONMENTAL, INC. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

INVOICE #14136	DATED 9/30/16	AMOUNT \$9,276.72
INVOICE #14221	DATED 10/31/16	AMOUNT \$9,902.65
INVOICE #14223	DATED 10/31/16	AMOUNT \$1,881.25

Chairman Belanger turned the meeting over to Ken Biega from O&G. Mr. Biega asked if they had heard anything back from the ESCO Company yet. Mr. Lee stated that they have not received information in terms of dollars and cents but did say that they are having a meeting tomorrow with the contractors and bidders to go over the project and set up times to go and visit the schools. The process is moving forward but not as quickly as they had hoped. Mr. Lee is anticipating proposals to come in the beginning of January and be able to evaluate them by mid-January. Mr. Biega would like to put a schedule together for the committee. One of the issues is to speak with ESCO and work back for a referendum date. A critical issue is confirming the scope of work at Wheeler to meet 'Renovate as New' requirements.

Mr. Biega told Dr. Brummett that there are two things they are looking at. The first is to make sure the building is laid out so we can make a commitment to the Town that no updates will be needed for the next 20 years and the second is to authorize Chuck Boos and KBA to move forward with a study to identify how and what we need to do to make the 'renovate as new' status looking out 20 years. Mr. Boos submitted a proposal to the Town for KBA to do the study regarding Wheeler School in the sum of \$19,000. Mr. Lee informed the Committee and Mr. Boos that the Town Council has agreed to move forward with the study and has given KBA the approval. The study will provide the scope of work and allow everyone to be on the same page as far as the project goes. The Education Specifications will also need to be updated. Discussion continued.

Mr. Biega met with the State to try and confirm the reimbursement rate. He will get a copy of the State statute to confirm. Chairman Belanger remembers exploring this option before. Mr. Boos stated that about 3 year ago we made plans for a minor expansion around the kitchen, relocating the office and a corridor that connected the back of the building but that was all. Mr. Boos will get that information to Dr. Brummett for her review. Mr. Lee stated that our Town Council has not bought into 'Renovate as New Status' for Wheeler and before we go much further it might be a good idea to make a presentation to the Council. Vice Chairman Martino asked what their reservations are. Mr. Lee replied; cost. Mr. Biega agreed that the next step should be to make the presentation to the Council. The Committee can explain that they have been studying this for several years and have looked at many options. After consulting with the State several times, they think the best course of action is to go forward with a 'renovate as new' project at Wheeler School, upgrade the parking lot at Plainville High School and pursue the upgrades at the Middle School with ECG and replace the MSP roof. Mr. Lee feels the Committee should not get too expansive with the renovations unless it is absolutely necessary. Mr. Lee will add Mr. Biega and Mr. Boos to the agenda for the November 21, 2016 Town Council Meeting. **Chairman Belanger feels that the full committee should be there to show support of the project.** Mr. Lee feels that the June 30 date is important because the reimbursement rate is available until then. It is unclear what will happen to the rate after June 30. Discussion continued.

Mr. Biega, Jennifer Mangiagli and Mr. Lee met with DAS and when over the issues we are looking at, renovate as new and they thought that was a good idea, they talked about the square footage issue and they told us to review the State statute. Other than that, they said move forward with the project confirming what you are doing as 'renovate as new' is going to be looking into the future 10 to 20 years from now. Discussion continued.

Mr. Lee reviewed with the Committee the Existing & Proposed Debt Analysis that is projected out for several years. Mr. Lee feels that we can do the projects without any increase in the Debt Services. Mr. Biega asked Mr. Lee if there is any other project in Plainville that the Council may feel needs to be addressed. Mr. Lee mentioned the sidewalks and the Middle School that is about 5 years down the road, he cannot think of anything else. Mr. Biega asked Mr. Lee when he thought it would be a good time to have the referendum with the Town. He feels at this point sometime before June 30. Discussion continued.

Mr. Lee received an e-mail from Jeff Duigou from Eagle Environmental dated Wednesday, November 9, 2016. It is as follows:

Robert,

I received this email from Chuck Boos. He is looking to amend his contract pricing for construction administration services for the Linden Street project. I agree with his request since there were additional unknowns as the Contractor did their work to construct the new school (east and west connectors). Please present this to the Building Committee for consideration. We can follow-up with a formal amendment to the contract if approved.

Thank you,

Jeff

The e-mail from Charles W. Boos dated Monday, October 24, 2016 is as follows:

Jeff,

Our contract for this project calls for (8) site visits over the course of the Project. Of course we were supposed to notify you when we reached that milestone but I failed to do so. I'm asking if you'll consider making us whole as this project is about to close out? Jennifer has logged (18) visits and I had (2). The project has stretched out well beyond the time that was originally anticipated. Since we initially pegged our CA Services @ \$7K we would be happy to settle on an additional \$7K and ask that you consider submitting this request to the Capital Projects Building Committee. Under separate cover Ms. Jill Farina will be sending you an e-mail invoice.

Chairman Belanger asked Mr. Lee if there was money left over in the project. Mr. Lee stated that there are additional funds left over. He had planned to put together a budget for the Council for the November 21 meeting to do the site work. He could also recommend that the funds requested by Mr. Boos be included in that budget. Discussion continued.

STEVE MARTINO MADE A MOTION TO ADJOURN THE MEETING. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED. The meeting was adjourned at 6:50 PM.

Respectfully Submitted,



Tina Gryguc
Recording Secretary

**MOTIONS MADE AT THE
CAPITAL PROJECTS BUILDING COMMITTEE MEETING
WEDNESDAY, NOVEMBER 9, 2016**

STEVE MARTINO MADE A MOTION TO APPROVE THE MINUTES FROM THE OCTOBER 12, 2016 MEETING. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

STEVE MARTINO MADE A MOTION TO APPROVE THE INVOICES FROM EAGLE ENVIRONMENTAL, INC. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.

INVOICE #14136	DATED 9/30/16	AMOUNT \$9,276.72
INVOICE #14221	DATED 10/31/16	AMOUNT \$9,902.65
INVOICE #14223	DATED 10/31/16	AMOUNT \$1,881.25

STEVE MARTINO MADE A MOTION TO ADJOURN THE MEETING. THOMAS ARCARI SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY. THE MOTION CARRIED.