

Minutes of the Suffield Permanent Building Commission
Thursday January 9, 2014

PBC Members Present

Joe Sangiovanni, Chairman
Glenn Neilson, Vice Chairman
Bill Gozzo, member
Cathie Ellithorpe, member
Kevin Goff, member

Also Present

John Cloonan, Director of Public Works
Julie Oakes, Facilities Manager
Ted Flanders, Building Official
Ed Arum, School Consultant
Lester Smith, Suffield Observer
Mel Chafetz, Library Commission
Justin Hopkins, Tecton Architects

Call to order: The meeting was called to order at 7:02 P.M

Public Comment:

- None

Correspondence:

- None

Town Hall Renovation Project

- Ms. Cahill from Fletcher Thompson Associates did not attend since she did not have the specifications for the HVAC equipment ready for this meeting. She expects to have more information prepared for the next meeting.
- Mr. Cloonan will send Ms. Cahill the interior layout revisions and will also schedule a walk through with her and the First Selectman so that she can finalize the drawings.
- We are still waiting for the report from TRC on the asbestos survey that was initiated by OSHA. It should be ready in a week or two.

Kent Memorial Library ADA Entrance Project

- Mr. Hopkins from Tecton Associates reviewed his site plan design development and was looking for authorization to proceed. He discussed the accessible emergency exit ramps. He stated that they were about one month away from having biddable specs ready once all approvals take place.
- Mr. Hopkins wanted to confirm that Silver Petrucelli's design was accepted so that it could be incorporated into the addition. He wanted confirmation as to how to proceed with the entrance systems. Frameless windows are an acceptable solution for the courtyard and exterior areas. There is also a frameless insulated door available and he wanted to see what Silver Petrucelli had decided on for the entrance system.
- Chairman Sangiovanni stated that the windows and doors for the ADA Entrance need to mimic the windows selected for the renovation. The Historic District Commission still needs to approve the windows.
- The Chairman then presented Mr. Hopkins with some alternatives to the site plan. There is a possibility of grading the south side differently to put the accessible emergency exit on the south side of the building. Also, additional parking on the south side lawn could be added to put the handicap parking there. Vegetation screening would be needed to block the view for the Historic District Commission. A walkway

could be added from this new parking lot over to the Veteran's Monument to make the monument more of a focal point.

- Secondly, Chairman Sangiovanni is concerned about the heat pump efficiency on very cold days. He wants Tecton to look at putting in supplemental electric heating in the bathrooms and hallway for use on very cold days.
- Mr. Hopkins will take these proposals back to his office to review them with his team.
- Tecton is working on a solution to the water fountain placement. Optimally we want them on both floors.
- Mr. Flanders brought up the building code precautions during construction. Chairman Sangiovanni proposed a temporary entrance on the upper level where the windows are being removed. He wants to keep the library open during the construction process if possible. A temporary entrance should be made part of the construction documents. If it is phased properly, and the south side parking lot is put in first, it will help with access to this temporary entrance.
- Mr. Cloonan will contact the Historic District Commission to get on their next agenda to approve the windows and the site development plans. The plans need to be put on the Wetlands Commission agenda as well.

Kent Memorial Library HVAC Upgrade

- No new discussion took place as no one from Silver Petrucelli was in attendance. They still need to get the windows approved by the Historic District Commission. Also the transformer is being moved from the mechanical room to a new outside location and needs to be looked at again.

High School Fire Pump Project

- Mr. Cloonan told us which companies were still interested in bidding on the project. It looks like there will be two bidders. The bids are due next Thursday 1/16/14 at 10 a.m. and the PBC will meet that night to go over the applications.

High School Agri-Science Large Animal Facility Project

- Chairman Sangiovanni reported that Haynes Construction Company had done some unauthorized work on the building to repair the cracks in the floor and the wall. They had someone caulking the boots on the roof as well. However, they did not notify architect Mark Welch as to how they were making the repairs or if they were following the engineer's recommendations. They will not be allowed on the property without following the necessary protocols.
- The pressure switch on the compressor was bad and the sprinkler system alarm was going off on 1/8/14. The alarm data will be looked at to see who was notified and a procedure will be established with school personnel as to how to handle any future events. The air pressure was lost and the system filled with water making it susceptible to freezing.
- The bonding company has requested copies of many documents regarding the progress of Haynes Construction Company's work on the project.
- IMTL infrared testing report will be looked at to see if water leaks have affected the roof insulation panels. If CECO is called in to inspect the roof, Mark Welch needs to be there as well.

Invoices

- Invoice number 1569-A was received from IMTL in the amount of \$5,312.00 for infrared testing on the LAF roof. Mr. Neilson made a motion to pay and Mr. Goff seconded it. All in favor, motion passed unanimously.
- Invoice number 5 was received from P&J Sprinklers in the amount of \$580.00 for fire pump consulting work. Ms. Ellithorpe made a motion to pay and Mr. Goff seconded it. All in favor, motion passed unanimously.
- Invoice number 34347 was received from Tecton Associates for \$ 8,613.06 for 24% completion of construction documents. Ms. Ellithorpe made a motion to pay and Mr. Goff seconded it. All in favor, motion passed unanimously.

- An invoice was received from Fletcher Thompson in the amount of \$27,278.69 for 100% design development. Mr. Neilson made a motion to table the invoice until construction documents and code drawings are received. Mr. Gozzo seconded it. All in favor, motion passed unanimously.
- Invoice number 104424 was received from TRC in the amount of \$675.90 for lab testing of caulk at KML. Mr. Goff made a motion to pay and Ms. Ellithorpe seconded it. All in favor, motion passed unanimously.

Other business

- Ms. Oakes has been in touch with Brad Henry from White Hawk to go over High School ADA lab requirements.
- A gas meter is being installed on 1/10/14 at Bridge Street School to bring temporary heat into the building.

Next Meeting Date

- The next meeting is Thursday 1/16/14 to go over the fire pump bids and to discuss the Large Animal Facility.

Adjourn

- There was a motion made and seconded to adjourn at 8:44 PM.

Submitted by
Linda Zaffetti

Joseph J. Sangiovanni, Chairman

Chairman Signature