

**Minutes of the Suffield Permanent Building Commission**

Regular Meeting Thursday August 18, 2016

**PBC Members Present:**

Joe Sangiovanni, Chairman  
Glen Neilson, Vice Chairman  
Kevin Goff, member  
Heather Van Deusen, member  
Bill Gozzo, member  
Marty Page, alternate

**Absent:**

Brian Baril, alternate  
Cathie Ellithorpe, member  
Julie Oakes, Facilities Mgr.

**Also Present:**

John Cloonan, Public Works Director  
Jackie Hemond, Library Director  
Mike McNaboe, Enterprise Builders  
Ken Sgorbati, Silver Petrucelli  
Walter Yaremich, Silver Petrucelli

**Call to order:** The meeting was called to order at 7:01 p.m.

**Public Comment:** None

**Public Correspondence:** None

**Minutes:** Mr. Neilson made a motion to approve the minutes of August 11, 2016 as written. Mr. Goff seconded, all in favor, motion approved unanimously.

**Kent Memorial Library:**

The main topic of this meeting is how to get the hvac system balance to an acceptable level. Some inspection was done of the registers and there are obstructions in many of them that may be removable. The duct cleaners are coming back in on Monday. It isn't known if that will resolve the problem. If the balance can't be corrected to its design, there may be a chance to apply for a mod. The mod has to be written up by the architect. Mr. Sgorbati from Silver Petrucelli has drafted up a mod. He is not optimistic that cleaning will help much. He feels there are a variety of things going on such as the condition of the duct, (being dirty and possibly cracked) the inoperability of dampers in the grill, and gaps between the damper and the body of the grille. The balancer has made a good faith effort to bring it in line. An idea is to blank off some outlets to force air into the lower flowing registers. The contractor will work with the balancer on this. They will block #2 and 4 then measure the real time flow with the balancer on hand. The main reason for seeking the mod is that it is impractical to change the existing noncompliant system. The architect's mechanical scope of work kept the existing air distribution system and it is an historic building with an exposed ceiling structure. The existing air distribution system is imbedded in a concrete structure. Total air flow for the entire building is in general conformance, but some individual quantities are off. The individual register results from the balancing report were discussed.

The pilot test for primary pcb sources is being held up until this balancing issue is resolved. The balancing results were analyzed and discussed zone by zone. The highs and lows were compared in relation to the trunk lines feeding them. It was estimated where there may be debris in the vents. The front window area has concrete in the ducts and needs to be cleaned. The architect will look at the overall supply/return to see if there is enough air when averaged together. The PCB abatement will be addressed after the pilot test is completed. The debris in the ducts will be cleaned out next week and a report will be sent out. Then the architects will set up a plan to force the air balance.

The contingency budget is at \$1,976.00. Mr. Cloonan presented a review of the total library renovation budget thus far.

3,144,675	Town Budget
850,000	Michael Zak
650,000	Library Endowment
200,000	Hartford Foundation for Public Giving
<u>100,000</u>	Suffield Public Library Foundation
4,944,675	Total Project

Ms. Hemond asked for an estimate of when the balancing would be done and when the pcb pilot test by Fuss and O'Neill would take place. Chairman Sangiovanni stated that it is out of the control of the Permanent Building Committee, but it should be completed by the end of the year, possibly sooner.

#### **Town Hall and Bridge Street School Project**

Mr. Neilson recused himself from the discussion due to his affiliation with Gilbane Construction.

The bid results came back from the conceptual estimate RFP. The PBC was looking to get more accurate construction costs on the two projects. There were four bids received: Downes Construction, Newfield Construction, Gilbane Construction and Enterprise Builders. Discussion ensued about the wide range of bids and whether the scope of the project was understood. All four firms attended the mandatory walkthrough. It was decided not to interview the two lowest bidding firms, to keep to the tight schedule of upcoming meetings. Chairman Sangiovanni suggested that while both firms would be able to do the work, Gilbane is more familiar with the buildings and would be a better choice. The commission was also concerned with the low bid submitted by EBI.

Mr. Goff made a **motion** to hire Gilbane for the Conceptual Estimate project. Mr. Gozzo seconded, all in favor. Motion approved unanimously.

#### **Invoices:**

Chairman Sangiovanni made a motion to pay application for payment 109 for Aresco Construction in the amount of \$21,906.95 including retainage for the school vestibule security project. Mr. Page seconded, all in favor. Motion was approved unanimously.

Mr. Goff made a motion to pay Silver Petrucelli on invoice 16-1154 for work done at KML in the amount of \$1,125.00 for work done at KML. Ms. Van Deusen seconded, all in favor. Motion approved unanimously.

#### **Other Business:**

The entrance columns at the high school were discussed. Mr. Cloonan wants to put money into next year's capital account for it. The building official wants the PBC to oversee the plans from the structural engineer.

**Adjourn:** There was a motion made and seconded to adjourn at 8:30 p.m.

**Next Meeting Date:** The next meeting of the PBC was set for August 25 at 7 p.m.

Submitted by Linda Zaffetti  
Executive Assistant DPW

**\*These minutes are not official until accepted at a subsequent PBC meeting.**