

**Minutes of the Permanent Building Committee
Meeting of September 29, 2009**

Attendees:

PBC members present were Joe Sangiovanni, Glenn Neilson, Gene Torone, Bill Gozzo and Cathie Ellithorpe. Absent PBC member was Kevin Goff. Also present were John Cloonan (Suffield Facilities Manager), Jack Muska (Suffield Public Works Director), Patrick McMahon (Suffield Economic Development Director), Paula Pascoe (Suffield Senior Center Director), Angela Cahill (Schoenhardt Architects), Robert McCabe (Project Superintendent, Millennium Builders, LLC) and Peter Carey (General Manager, Millennium Builders, LLC)

Call to order: Meeting was called to order at 7:06 pm.

Public Comment: none

Correspondence: none

Senior Center Project Preconstruction Conference with Millennium Builders:

- Peter Carey and Robert McCabe presented the tentative construction schedule to the committee.
- Concerns with painting in the cold. May have to paint certain areas in the spring.
- Town responsible for drainage and sewer connection.
- The Town was awarded a STEAP grant for a new generator at the Senior Center. Schoenhardt Architects will develop a proposal. The location will be determined.
- Submittals will be reviewed by Schoenhardt Architects and sent to Millennium Builders with a copy to Public Works.
- Public Works will track submittal log.
- Request for information will be handled electronically.
- Testing inspections will be handled by Millennium Builders.
- Standard application will be utilized for payment.
- Town will supply two dumpsters at the start of construction.
- Extra bricks will be needed to fill in openings. Mock up will be required.
- Millennium Builders to provide as built drawings.
- Millennium Builders to provide a supervisor when subcontractors are working.
- Town will provide two porta-potties.
- Millennium Builders is responsible for safety plan.

- Schoenhardt Architects will clarify the sidewalk design in front of the building.

Approval of Minutes from August 27, 2009 & September 2, 2009 PBC Meeting:

Gene Torone made a motion to approve the August 27, 2009 and September 2, 2009 PBC meeting minutes seconded by Glenn Nielson. Motion passed unanimously.

Other Business:

- Friar Architects will be invited to the next PBC meeting to discuss the changes on the Spaulding School roof project.
- Joe updated the PBC members on the status of the Agriscience Large Animal Facility. The town cannot do the project originally as proposed with money that is currently available. Joe will estimate costs for future building.
- High School ADA issues. Chris Laux completed a High School code survey of the claimed code violations. He compared the violations with the code cycle and amendments JCJ Architects used during construction. Glenn Nielson spoke to Scott Celella from JCJ Architects about meeting with the PBC to discuss the responsibilities he held during construction of the High School. The PBC will review Chris Laux report before our next meeting.

Next scheduled PBC meeting will be on Thursday, October 8th at 7:00 pm.

Meeting adjourned at 8:59 pm.

Respectfully submitted by,

John Cloonan