

**MINUTES OF THE  
PERMANENT BUILDING COMMISSION  
November 4, 2010**

**Present PBC Members:** Chairman, Joe Sangiovanni, Gene Torone, Cathie Ellithorpe, Glenn Neilson and Bill Gozzo. **Absent PBC Member:** Kevin Goff. Also present were First Selectman, Tom Frenaye; School Business Administrator, Ed Basile; Agri-Science School Faculty, Rick Jensen; School Superintendent, Mary Greenlaw-Dickson; Oak Park Architect, Mark Welch; Library Director, Jim McShane; Public Works Director, Jack Muska; Facilities Manager, John Cloonan; and Suffield Observer Reporter, Chris Chilids.

**Call to Order:** Chairman Sangiovanni called the meeting to order at 7:03 p.m. on Nov. 4, 2010, at the Public Works Offices at 230C Mountain Road.

**Public Comment:** None

**Correspondence:** None

**Minutes:** Gene Torone made a motion, seconded by Glenn Neilson, to approve the Minutes for October 21, 2010. Mr. Torone made an amendment to the first paragraph of page two regarding the heat pump to read: "... the geothermal heat pump system is not appropriate for this particular building." Cathie Ellithorpe, asked that the statement: "Mr. Sangiovanni said we should explain to the Town that it is not practical to put \$4-\$5 million into the Kent Memorial Library building," be deleted. The motion with the amendments was approved by unanimous vote.

**Agri-Science Large Animal Facility (Design):**

Mr. Sangiovanni asked Architect, Mark Welch, if he has considered the suggestions made by Kevin Sullivan on behalf of the Agri-Science Faculty and Advisory Committee. Mr. Welch said at the last Advisory Committee meeting he discussed all of the suggestions. The Design Documents reflect the improvements that were talked about. The G-100 Code Sheet is required by School Facilities. There was talk about some Code issues during conversations with Ted Flanders. There are survey drawings, overall site plan drawings, and the Conservation Commission requirements. The drawings and the location plan for the borings were introduced and the result of those test borings. Mr. Welch discussed the Erosion and Sedimentation Control Plans for the site, and some site demolition drawings. The Site layout plan of the brook crossing initially showed a larger area crossing the brook, but they made the banks sloped much steeper to get it down below the 5,000 sq.ft. requirements, so they didn't have to go beyond the Conservation Commission for approvals. The bridge will be entirely on school property. The State will not fund any work beyond the property line of the school. We cannot deed over the portion of the walkway that runs through Bruce Park and although all the engineering is done for it and it is on a set of plans for approval, the work itself was put in as an alternate with a price from a contractor. However, the Town's Highway Department will probably undertake that portion of the work. The site work has been submitted and the hearing is next Tuesday before the Conservation Commission and afterwards the plans will be submitted to Zoning & Planning Commission on Friday which meeting is scheduled for November 15th.

The architectural floor plans had no significant changes, other than a few little improvements and modifications in the animal housing area. The bathroom has also been changed slightly as the Building Inspector had a concern over the number of stalls. They will now accommodate up to 200 people. They also left the roll up door between the housing and demonstration area. They did add one door, however, as a second means of egress. The footprint of the building has not changed.

Mark Welch submitted the budget and ended up gaining some ground on the site work because the pathway became less expensive and the stairway was eliminated. Therefore, we are still at the budget limit for the project at this phase. Mr. Sangiovanni said Kevin Sullivan's e-mail to the PBC made some suggestions on behalf of the Agri-Science Advisory Committee. One concern was relocating the doors to the bathrooms so that they are more visible to the teachers. The solution suggested installing a mirror that would go down the hallway to the bathrooms. This suggestion was discussed at length. A shower was also suggested for the bathroom area. Mark said in order to accommodate that, the bathrooms would have to be expanded. It was also suggested of the possibility of decreasing the size of the mechanical room so that the bathroom could be enlarged. School Facilities requires that we fully occupy all spaces in the building simultaneously. If we fully populate this building, by Code, we actually exceed 200 people, so we end up being short on fixtures. But as far as the actual fixtures to meet the requirements of the school, we have enough to accommodate 200 as opposed to 150. Another suggestion was to consider installing windows in the animal housing sections of 6 feet or higher and also attaching permanent stalls to the front wall to allow for better traffic flow. Mark Welch said this was discussed and what they decided to do was to keep the window where it is, but place a barrier in front of it. Mr. Sangiovanni continued to review all of the recommendations and was satisfied that they were all considered with the majority of them being adopted.

Mr. Torone had a question regarding the design. He asked if there will be a thermal break where the slab edges are at the garage doors? Mark Welch said he will check on that. Mr. Torone also asked about the gutter which is at the low edge of the roof. He also asked if there was a moisture barrier or vapor impermeable and what is being done on the surface to protect the insulation? Mr. Welch said as long as the proper insulation is used, they don't need it. This is a closed-cell polyurethane. Mr. Welch said he will be about 75% complete in about a month. The cost estimate if compared with the previous estimate, the dollars are very close. Mr. Sangiovanni asked where we could cut costs. Mr. Welch said the epoxy floor system that we have doesn't need to be done. We can use concrete slabs to be used in the garages and back off with some of the epoxy paint on the wall surface. Mr. Welch was confident right now that we are on track unless the economy turns around before January, he feels we should actually come in under budget.

Mr. Sangiovanni asked for an update on the construction schedule. On November 9<sup>th</sup>, there will be a meeting with the Vo-Ag Advisory Group at the High School. This will be a final pass to be sure everyone is on track. All the necessary documents will be in to Zoning for their meeting on November 15<sup>th</sup>. On December 7<sup>th</sup>, Board of Education. Then after that we will wait for School Facilities to give the go ahead. Mark Welch said he submitted on Tuesday for the State Traffic Commission. Mr. Basile asked if this project will take a year to complete after the first shovel is put into the ground? Mr. Basile said the State never gave him anything in writing as to when we had to be done with the project.

The Commission said there are a number of items that are not being provided for, for example, bleachers, etc. Mr. Basile said there is an equipment budget. Mr. Neilson asked why we are carrying \$150,000 for a fire pump? Mr. Sangiovanni said the Architect and their Engineers say we need it, but he is working with the Town Engineer and the CT Water Company to show we won't need a fire pump. Mr. Sangiovanni felt that his calculations show that if CWC installs a 16" pipe instead of an 8" pipe, the residual pressure should increase by nearly 20 PSI. The architects are worried because if they don't provide the fire pump or increased water pressure one way or the other, they would be responsible.

The construction budget was reviewed. There is a 10% construction contingency and 10% design estimate contingency and a 10% direct owner's expense. The design estimate contingency can now be rolled into the construction costs because we already have a construction cost contingency. Mr. Welch said the "Bid" should come in at just under \$3 million.

**High School Civil Rights Compliance Audit:**

Mr. Neilson said he has nothing to report. Ted Flanders said he has had no communication with Larry Plano, the School Facilities Manager. Mr. Basile said that Larry Plano was out sick and couldn't get any information. Mr. Neilson will e-mail Scott Cellela, O&G Construction, who was supposed to review the comments of Chris Laux over two weeks ago. Scott Cellela and Larry Plano were supposed to go through the building to confirm that plans are in place to correct all ADA deficiencies. Mr. Basile said he is not sure if that was done or not. Mr. Sangiovanni asked about the alarm system requirements. Mr. Neilson said all he knew was the alarm panel does not have capacity to handle the 54 more items. Mr. Sangiovanni said he wanted the representative from the alarm company to tell us what it is going to cost to do the upgrade. We still do not have those figures as the alarm company still hasn't shown up. Mr. Basile said Larry Plano called the company but he hasn't responded to the phone calls. Mr. Neilson said he will follow through with Scott Cellela on the comments from Chris Laux.

**Kent Memorial Repairs & ADA Deficiencies:**

Jack sent out a RFP. With the Bonding Forum coming up on November 30<sup>th</sup>, we won't have any results back from the architect we hire as to what it will cost to do marginal repairs to the building and as much ADA work as possible, specifically, removing the hindrance of handicap people getting into the building. The assumption is that the Town will be able to get an exemption for the deficiencies on the interior ramps because of the historic nature of the building. The response from the RFP is due back two weeks from Tuesday.

**Invoices:**

An invoice was received from Oak Park Architects for \$66,500 for 50% completion of construction documents. Previously paid to Oak Park was \$39,900 for 100% completion of schematic design and \$53,200 for 100% design development phase. This invoice represents the remainder of the cost for the design development phase as they did not bill the complete amount previously, as well as 50% completion of the construction documents phase which total \$66,500. The Commission discussed the 50% completion and felt it should be reduced to 25% complete for construction documents.

Mr. Torone made a motion to pay Oak Park Architects for the invoice dated November 4, 2010 for the 100% completion of design development and a reduction in the invoice for construction document phase from 50% complete to 25% complete, for a total amount of \$39,900.00. The motion was seconded by Mr. Neilson and approved by unanimous vote.

**Adjournment:**

There being no further business a motion to adjourn was made and seconded and approved by unanimous vote. The meeting adjourned at 9:30 p.m.

Respectfully submitted,  
Christine Koren  
Transcribed by tape recording\*