

PERMANENT PROJECT BUILDING COMMITTEE

**Town Council Chambers
North Branford Town Hall
Monday, June 13, 2011**

Vice Chairman Steve Whalen called the meeting to order at 7:07 p.m.

Roll Call: Steve Whalen, Jack Krasko, Tony Sidera, Kirk Engstrom (arrived 7:08 p.m.), Tom Bailey, David McMahon (arrived 7:10 p.m.), Rose Angeloni, Victor Palma

Absent: Al DeRosa, Chris Manna and Brian Lynch

Others Present: Michelle Knockwood, Purchasing Assistant; Larry Secor, Nafis & Young Engineers; Richard Branigan, Town Manager; Bruce Hoff, Turner Construction Co.; Pam Gery, Park & Recreation Dept.; Gary Rooke, Advanced Performance Glass; Scott Schoonmaker, BOE; Bill Choti, BOE; Joanne Wentworth, Town Council

Citizens Statements: None.

NBIS Renovation and Expansion Project

a). Report and Action

Larry Secor advises that during the past month APG (Advanced Performance Glass) has repaired all the leaks and their outstanding issues. CT Mason has straightened out all their issues, and with Greenwood, all the flashing is done. The roof holes have all been repaired, and there are no issues in the cafeteria.

There is another issue with the humidity in the building. This has caused some duct work issues, it seems there is water in the ducts. Precision will come back and look one more time. We will see what they can recommend. It is no longer under warranty.

Larry advises the following:

- There are no more ground water leaks.
- The louver in the door in the shop is still not in, it will be in this summer.

- The antenna has been fixed on the roof, it is now on a pad. They will attach it a different way.
- Strap holding the stack will be fixed.

He recommends we close out Ferguson, APG, CT Mason and Greenwood.

Dave mentions the mounting of the condensing units on the roof, he says they are sitting on 4 X 4's he feels this is not a permanent mounting, ladders are not properly secured up there. Wants to know who these issues should be directed to? Larry advises that this was not done during the original construction, it was done later. Tom wants to know who approved the system. Larry has asked questions on this, but it has not been addressed. This was not put on the punch list.

Tom wants to know the status for painting the breech support. R&M Painting originally was contracted to do this for \$1600, the brothers in the company have separated. Richard advises to get paperwork saying that they honor the original quote of \$1600. to do this job.

Scott Schoonmaker advises that the louver has been placed in the door in the tech ed room, the two cables are attached to the stack that is on the roof, the antenna is strapped to the roof. These three items are complete.

Bill Choti can do the painting on the breech support. Richard advises we can let R&M complete it as long as we can get a note from them.

Bill advises that the air conditioning system is incurring costs. He called in Commercial Air and ADS (they did original programming). This is the third year that high humidity and uneven cooling has occurred in the building. Commercial Air discovered all the outside air ducts were wide open which caused moist outside air to come into the building. Precision Air came in to work on this, on their dime, they will come back to work on this. Commercial Air changed all the filters and belts, they found a unit with a burned transformer, that is why the unit would never stay on. There are still three units that do not want to run on their VFD's (variable frequency drives). They will not run on auto. Commercial Air was brought in to check this out. They are presently working on getting the humidity out of the building, getting consistent cooling throughout the building. Today they are 85% successful in getting the system to do what we want it to do.

Richard asks if these are warranty issues, Bill advises it has been three years. It is the program that is telling the machine what to do. Larry advises that he does not know what the warranty on it is. Larry advises this is a big system that needs to be monitored daily. Tony asks if this can be monitored remotely. Bill advises yes, it can be accessed offsite, ADS can monitor this, it would cost about \$1100 per year, just the service, they do not fix it. We can get a service contract on it at a lower hourly rate. Scott advises that this would be a BOE item, Bill did bring (3) vendors in to get the satisfaction that he needed on this. The humidity is already lower today.

Other outstanding issues:

- Larry mentions that the chimney still has to be capped. This is on Bill's list.
- Dave asks about the landscaping in the back where there are hay bales. Larry advises they can be taken away. The hay bales will be taken to the farm. The erosion is still not corrected on the rear sidewalk. Xenelis never took it down.
- Scott advises that the data line is now gone, it was fiber-optic. A rock was taken to a second floor window, but the glass did not break.
- On the back side of the building, near the electric meter, the footing drain is not in. (day 2 work).
- The sump pumps are in

Richard asks if a final inspection has been requested for the CO to be obtained from the building inspector and fire marshal, according to Bill this was the only thing holding up the CO.

Larry asks if there is a place to store the records (construction drawings). There are 3 pallets, 40 to 50 boxes to be stored. Richard does not have an answer at this time.

Jack asks Bruce about the shower item, he called the manufacturer again, the material is still not in, once he receives it he will install it.

Richard would like to see closure to the chimney cap issue. Bill Choti will find a tin knocker; this will be sealed by the next meeting.

Michelle is now doing the final closeouts on the purchase orders. Some have not been formally approved by the building committee they were discussed at the job meetings. They were swaps made between vendors. Michelle needs formal approval on these change orders.

Jack makes a motion to approve the following:

Ferguson Electric	CO #66	\$4,666.00
Ferguson Mechanical	CO #35	\$1,344.00
CT Mason	CO #10	(348.00)
CT Mason	CO #11	(1,000.00)
CT Mason	CO #20	(499.00)
CT Mason	CO #25	(11,251.00)
CT Mason	CO #26	\$2,605.00
CT Mason	CO #30	\$5,354.00
CT Mason	CO #31	(571.00)

CT Mason	CO #32	\$ 759.00
CT Mason	CO #33	\$6,539.00
CT Mason	CO #34	\$1,278.00
CT Mason	CO #35	(470.00)
CT Mason	CO #36	(43.00)
CT Mason	CO #38	\$ 600.00
CT Mason	CO #39	\$4,771.00

Motion second by Tom.

Discussion:

Kirk notes that CO #26 for CT Mason should be \$2,905.

Tony notes that CO #35 for Ferguson Mechanical should be \$1,341.

Motion approved unanimously with corrections noted.

Approval of applications:

Michelle advises that on Greenwood there are debits and credits, but the paperwork is at the Board of Education, she needs to get these back, but they need to go before the Board for approval. Michelle does not have the paperwork to get into the computer to balance everything. Richard asks how the Board will approve without the change orders. The work has been done and approved by Turner, Newman and approved by all the parties. These change orders are strictly debits and credits. The State change orders have already been signed off by Richard, and Anthony and Scott. Did the building committee approve those, no, not yet, Michelle has not gotten the change orders. So next meeting we will sign off on the change orders. Greenwood is looking for a partial payment. Retainage for Greenwood is \$58,647, which is more than they are asking for with the debits and credits. Tony wants to wait until next month.

Michael suggests administrative approval on the change orders. The paperwork for the State has been processed, the balancing change orders have not been presented to the Committee.

We are trying to get reimbursed from the State on this. If we hold this up, we are holding up the money that is due us.

Jack makes a motion to approve the following:

Ferguson Electric	Application #21	\$ 30,443.70
Ferguson Electric	Application #22 (retainage)	\$112,949.05
Ferguson Mechanical	Application #20	\$ 56,571.50
Ferguson Mechanical	Application #21 (retainage)	\$228,547.70
Greenwood Industries	Application #18 (retainage)	\$ 41,323.00 (holdback \$10,000)
Nafis & Young	Invoice #147-11	\$ 1,302.00
New Haven Sign	Invoice #45	\$ 19,400.00

Motion second by Kirk.

Discussion:

The invoice for Nafis & Young was Invoice #146-11.

Tony asks if there was a warranty from New Haven Sign, Michelle will check this. Scott thinks it is 10 years.

Motion passed unanimously.

Larry asks about releasing the retaining for APG for \$10,000.. Committee advises it is not on the list. Michelle advises we also have CT Mason that we are holding \$10,000. Richard asks if we have an invoice for APG. Yes, APG application is 19, it is now Application 19C for \$10,000., CT Mason application is 23, it is now Application 23C. Wanted to make sure the building was dry until the balance on both were released.

Jack makes a motion that CT Mason, Application #23C for \$10,000. be approved, and APG, Application #19C be approved for \$10,000.

Motion second by Kirk.

Approved unanimously.

b). Approval of Minutes for NBIS

May 9, 2011 meeting: Motion made by Dave, seconded by Kirk approved unanimously with Steve abstaining.

Tony asks about reimbursement from the State, did we get a report back as far as renovate as new? Richard discusses that this is a renovate as new project, the original budget that was established 5 years ago, includes an estimated budget of \$7 million for non-reimbursable items. Now we are closing out the project, this number needs to be amended, between Turner, Newman Architects and the Town. We need to go to the State with our amended budget.

Michael Scott recommends submitting the paperwork to the State, then have a conversation with Hartford. The Town is the primary advocate. Jack wants to know when they start disallowing on square footage for reimbursement. Michael advises that this is part of the auditing process. Michael advises that the correct terminology is renovate. We need to get the paperwork done, and submitted to the State.

Richard advises that we will not have the final audited number in time to sell bonds in the fall, we will be bonding the remaining funds with roll bonds for another year.

Financial Report

Report submitted by Anthony Esposito, review at your leisure. Richard advises this reflects cash positions on the projects. NBIS is still a work in progress.

Discussion – Referral – Stanley T. Williams Elementary School Interior Renovation Project

a). Approval of Minutes for STW Elementary School Interior Renovation Project

May 9, 2011 meeting: Motion made by Kirk, seconded by Rose, approved unanimously.

b). Report and Action

The bid proposal for the architect has been postponed until Wednesday, June 15th due to too many questions. There was a walk thru at STW with three architectural firms, there was interest in the structural and cosmetic elements. We are hoping for competitive responses, we have a budget of \$15,000 for the architect. We did ask for proposals, the Board will make a recommendation at the next meeting. Nothing can be done until we have an architect.

Richard advises that there are additional rounds of STEAP funds from OPM. There is an item on the Town Council's agenda at their next meeting (next Tuesday night) for an approval request to apply for these funds. We will be asking for \$500,000 (the maximum amount we can apply for) for Phase 2 of this project. We will not find out about the amount awarded until the fall, usually in October.

There was a senior appreciation day in the cafeteria at STW that was very well received. The seniors added comments and concerns about the new building. The suggestions from the seniors included: a bocce court, picnic area, pool table, community gardens, bus to go back and forth to the gym, personal lockers, updated tennis courts, and suggestions for classes. These comment sheets have been saved for future reference.

The bocce court and picnic area could be an Eagle Scout Project.

Rose advises that TVES is starting a garden project with the students; they are purchasing a small greenhouse. There could be a correlation with this and the seniors. The seniors would like the gardens as accessible as possible.

Tony suggests the physical items be added to the current list that has been compiled. Will check with Pam to make sure the list is accurate.

Tom asks about AED at the school, Rose believes there is one there. Pam advises that they presently have 2 now, one at the Community Center and one at the Senior Center. Tom wants to make sure there is amply supply.

Tony thought about what is missing from the list. Signage is missing. Rose mentions that the superintendent has asked about the name of the building. Rose advises that she has heard people want the name Stanley T. Williams left, whether we expand on that name, or keep the name Stanley T. Williams will need to be discussed.

Pam asks what the deadline is to choose an architect. Richard advises it will take a couple of weeks to review, check credentials, other works by that architect, etc. This Committee meets on July 11th, the Town Council meets on the 12th. The problem being the Council would not be receiving any information in advance. Unless a special meeting is called by the Council, it may take until August to select an architect. The Town Council needs to approve the architect. The Permanent Project Building Committee will then make a recommendation to the Council. Joanne recommends an item be added to the Town Council's agenda for this. Jack asks who will be recommending the architects. A sub-committee should be formed. The subcommittee would review the architects, then take a vote, and then make a recommendation back to the committee. The participants would be ranked. We should form a committee to fast track this. Tony makes a motion to form a subcommittee for the architect selection process, he would like to ask Jack, Tom, Pam and Richard to be on the Committee. Motion second by Kirk, approved unanimously.

Adjournment: On a motion made by Kirk, seconded by Rose, approved unanimously, the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Janet Canning, Clerk