

MINUTES
Town of Brookfield
Municipal Building Committee
Regular Meeting
June 17, 2014 – 7:00 P.M.
Town Hall – Room 133

1. Call to Order: Meeting was called to order at 7:04 P.M. by Chairman Paul Checco

Present: Committee Members: Paul Checco, Joshua Flowers, Anthony Licursi and William Perrone, Brian Lerner, alternate voting as regular member. Also present: Rick Zini, Doyle Coffin Architecture, Abigail Adams, CCA

Absent: Rob Gianazza

2. Introduction and Elevation of Members: Chairman introduced and welcomed Brian Lerner as new alternate member on the committee and then congratulated William Perrone on his elevation to a regular committee member.

3. Approval of Minutes:

o **March 18, 2014 MBC Regular Meeting:** Motion was made by Bill Perrone to approve minutes of the March 18, 2014 meeting. Motion seconded by Tony Licursi and carried 3-0 (Mr. Flowers and Mr. Lerner did not vote).

o **April 15, 2014 MBC Regular Meeting:** Motion was made by Josh Flowers to approve minutes of the April 15, 2014 meeting. Motion seconded by Tony Licursi and carried 3-0 (Mr. Checco and Mr. Lerner did not vote).

o **May 20, 2014 MBC Regular Meeting:** Motion was made by Tony Licursi to approve minutes of the May 20, 2014 meeting. Motion seconded by Josh Flowers and carried 4-0 (Mr. Lerner did not vote).

4. Park Revitalization Plan: Rick Zini, Doyle Coffin Architecture and Abigail Adams, CCA, joined the meeting at this time and project engineer, Steve Sullivan, was teleconferenced in to discuss Cadigan portion of the project. Mr. Zini updated the committee reporting that the project is moving on schedule with excavation taking place at fields, sub grade being worked on and some tree removal taking place. The build up of the fields will happen after proctor and compaction testing.

Chairman understands there are some grading issues with respect to elevations. Mr. Zini noted contractor discovered variance in design regarding a well head, RPZ structure which is basically junction for irrigation for the fields and an existing monitoring well. Discussion followed with Mr. Sullivan explaining various conditions which lead to the field elevations being lowered.

Next item addressed was drainage at softball field. Mr. Sullivan noted contractor has proposed using a different drainage system as he is concerned with burnout and striping problems during summer months.

Mr. Sullivan informed chairman that as far as grading at trailor park, this just required clarification with the contractor that adjacent areas be graded 2 to 1 with contour elevation at 5% as designed.

In response to Mr. Flowers question, Mr. Sullivan confirmed that if we choose to accept additional gravel parking we should be okay with the grade fields are at. Mr. Sullivan recommended that we ask Lank Tek to confirm where they are actually at on the elevations.

In order to deter inquiries being sent to other departments, the chairman clarified the Municipal Building Committee is the acting body for the owner and all communications and inquiries should be directed to the committee.

Mr. Sullivan was dismissed at this time.

Mr. Zini next reviewed proposed change orders. Proposal #1 being upgrade of drainage system at softball field to a pinwheel (layering) system in order to prevent any burnout or stiping during warmer months. This is a more expensive system, but Mr. Zini noted the design team feels the committee should weigh this upgrade. The system designed by CCA will drain the field but the upgrade would protect the surface area. After brief discussion it was agreed the committee needs full analysis of cost and Steve Sullivan's evaluation as to replacing current system with Land Tek's proposed system. Mr. Zini has asked contractor for full breakdown and noted committee has two to three weeks in which to make this decision.

PCO #2 regards the lowering RPZ structure, extending the line off the field entirely, and well head being removed and relocated at cost of \$11,550. Discussion followed.

PCO #3 involves removing sand filter layer under two large synthetic fields for a credit of \$230,900. Mr Zini noted he has received verification from contractor and manufacturer that there are no toxic materials in synthetic turf and both manufacturer and contractor feel sand filtration system is not necessary. Motion was made at May 20, 2014 MBC meeting to accept credit and motion should be carried out now that design team has ascertained sand filter system not necessary.

PCO#4 regards credit for reusing existing sub base for tennis court rather than removing it. There is a \$4700 credit floating for keeping old sub base which will support putting post tension on top. Mr. Zini still needs to work out details with Land Tek.

Both PCO #1 and #4 require more information prior to committee vote.

Discussion regarding temporary parking followed. Park and Recreation has agreed to some temporary parking at the basketball courts across the road. Land Tek has provided gravel drive at this site. As temporary parking is a part of contract. Land Tek has done this at no cost to the town. At this time, Parks and Recreation has requested temporary fencing at this site to prevent children from running in parking lot or cars driving over curb at basketball court. After discussion on renting temporary fencing at cost close to \$4,500, which would be responsibility of the town, other options were discussed. Chairman will look into having DPW remove temporary rail at Cadigan and relocate to basketball court area. It was agreed Mr. Zini would inform Land Tek that renting of temporary fencing is a no at this time.

Mr. Zini will begin compiling a running change order document and PCO log.

Question was raised as to time frame regarding PCO#2. After brief discussion, motion was made by Josh Flowers and seconded by Tony Licursi to accept PCO #2 in the amount of \$11,550 for well and RPZ work pending client review and submittal of Change Order. Motion was carried unanimously, 5-0.

Question was raised as to possibility of Land Tek submitting names of other turf field owners they have done installations for in order for committee to ascertain upgrade to proposed drainage system. Mr. Zini will approach Land Tek and Abigail Adams will ask Steve Sullivan if he has experience in this area.

Chairman mentioned parking issue which occurred while a group of 4th graders were on a school field trip chaperoned by parents. They parked inside construction zone and became belligerent when approached by site supervisor. Chairman addressed with Jeannie Sloane who then went to site and apologized to site supervisor. The chairman will address this issue with Board of Education at their next meeting. The parents noncompliance created delay in work and also possible safety issues.

Mr. Zini submitted progress set of drawings for beach side of project noting a few electrical drawings were missing but are currently being worked on. He would like to meet with committee as soon as they have reviewed these drawings. The goal is to have prebid set for MBC July meeting and go out to bid in August. Committee requested PDF set to distribute to members. Mr. Zini then reviewed alternates they are working on. Mr. Zini has to send preliminary set to State who needs to ascertain the plans are compliant with intent of the grant.

Motion to approve Application for Payment #1 from Land Tek in the amount of \$244,420.75 was made by Tony Licursi, seconded by Bill Perrone and carried unanimously, 5-0.

5. **Correspondence**: No correspondence.

6. **Invoices**: A motion was made by Josh Flowers to approve invoice #1278 from Doyle Coffin Architecture dated 06/01/2014 in the amount of \$35,727.47. The motion was seconded by Tony Licursi and passed unanimously 5-0.

7. **Additional Business**: Site meetings are held every other Wednesday at 11:00 a.m. The Chairman requested that meetings be changed to a more accessible time or change the day so all committee members can attend.

8. **Public Comment**: No comment

9. **Next Meeting**: The next meeting will be Regular Meeting July 15, 2014 – 7:00 P.M.

10. **Adjournment**: A motion was made by Bill Perrone to adjourn the meeting at 8:15 P.M. The motion was seconded by Tony Licursi and passed unanimously, 5-0.

Respectfully submitted,

Paul Checco
Chairman
Municipal Building Committee