

**MINUTES**  
**Town of Brookfield**  
**Municipal Building Committee**  
**Regular Meeting**  
**October 21, 2014 – 7:00 P.M.**  
**Town Hall – Room 133**

**1. Call to Order:** Meeting was called to order at 7:10 P.M. by Vice Chairman Joshua Flowers

**Present:** Committee Members: Joshua Flowers, Anthony Licursi, Brian Lerner, alternate voting as regular member; William Perrone. Also present: Dennis DiPinto, Park and Recreation; Rick Zini, Doyle Coffin Architecture

**Absent:** Paul Checco, Rob Gianazza

**2. Approval of Minutes:**

o **August 19, 2014 MBC Regular Meeting:** As a quorum of regular members was not present, approval of these minutes was postponed to November regular meeting.

o **September 23., 2014 MBC Special Meeting:** As a quorum of regular members was not present, approval of these minutes was postponed to November regular meeting.

**3. Park Revitalization Plan:**

o **Cadigan Phase:** Rick Zini, Doyle Coffin Architecture, reported that as of October 31, 2014 this portion of the project will be in substantial completion (90-95%). Pre-project closeout punch list was done approximately 3 weeks ago and the majority of items have been remedied. Mr. Zini recommended to the MBC that as of 10/31/14 they take substantial completion.

Mr. Zini continued reporting that there is a quality control issue with the sports courts with regard to the acrylic coating, not the base or structure. General contractor is working with sub contractor to determine what is causing this.

Mr. Zini informed committee that Phase I was still under budget in the amount of \$88,081.75 at this time; and a credit to to Town will be submitted at project closeout. A certified pay requisition will be coming in next couple of weeks and will be addressed at next scheduled meeting.

The final punch list with CCA will probably be done next week. The contractor will have 30 days to complete any items noted, except those that cannot be addressed due to weather and will then be addressed in the Spring. The Town's warranty period would begin as of November 1, 2014 through November 1, 2015.

Mr. Flowers then addressed the issue with the sports courts noting that after Mr. DiPinto informed him of the condition, he checked the courts and saw bubbling of the acrylic surface as well as holes. It appears a chemical reaction is occurring between the coating and concrete. The question was raised if insufficient time was allowed for curing of concrete prior to application of acrylic coating resulting in this problem. Mr. Zini noted contractor has option of giving us remediation this year or, if weather does not allow, contractor can fix in Spring. Committee has final say as to how to proceed. Mr. Flowers asked LandTek if they would prefer Town keep courts closed until problem is resolved and is awaiting their recommendation. Mr. Zini noted we have given them 30 days to remediate problem but asked for their response in next 7-14 days and at that point the Town will make decision on how to proceed.

It was recommended the committee members walk the project, noting Mr. DiPinto and CCA will be joining architect on final walk. Mr. Zini noted the courts will not be included in certificate of substantial completion, but there will be second letter of substantial completion when remediation is completed. It was recommended that money for courts portion of project be withheld from bill until remediation. The guarantee on courts will start on date of their completion.

The installation of the fencing for fields will begin this Thursday and should be completed within two weeks.

o **Beach Phase:** Mr. Zini reported we will be going out to bid Thursday, October 23, 2014. This process will be slightly different than phase one because of State grant. The bids are due back November 18<sup>th</sup>. There is a pre-bid walk through on Oct. 29 which is not mandatory. Town's choice on bidder must be sent to the State prior to awarding of the contract. The Town can issue NTP allowing selected contractor to start mobilizing certain aspects of the project. Mr. Zini believes this should be a 7 month project hoping for substantial completion by Memorial Day 2015. It was noted that the bid opening takes place November 18<sup>th</sup>, same day as committee's next scheduled meeting.

4. **Correspondence:** No correspondence

5. **Invoices:**

A motion was made by Brian Lerner to approve invoice from Semac Electric, in the amount of \$5058.00 for installation and wiring of the two new scoreboards. Motion was seconded by Tony Licursi and passed unanimously, 4-0.

A motion was made by Brian Lerner to approve invoice #2229 from Doyle Coffin Architecture dated 10/05/2014 in the amount of \$5,715.45. The motion was seconded by Tony Licursi and passed unanimously 4-0.

Mr. Flowers addressed invoice for a third party civil engineering review of design phase drawings for beach portion of Parks Revitalization Project. The design team and owner had discussed hiring the firm of Tighe and Bond Engineering for their experience in similar projects to review the Phase II Engineering contract documents and provide a detailed report. Doyle Coffin reviewed said report with the owner and had instructed CCA to incorporate the findings into the drawings. After discussion as to how this review will likely allow bidders to have a more clear and concise description as to the scope of work; motion to approve payment to Doyle Coffin Architecture for Third Party Civil Engineering Review, in the amount of \$12,500.00 was made by Tony Licursi and seconded by Bill Perrone. Motioned passed unanimously, 4-0.

A brief review of alternates included in the bid package for beach project followed.

6. **Additional Business:** No additional business

7. **Public Comment:** No comment

8. **Next Meeting:** The next meeting will be Regular Meeting November 18, 2014 – 7:00 P.M.

**9. Adjournment:** A motion was made by Tony Licursi to adjourn the meeting at 8:00 P.M. The motion was seconded by Bill Perrone and passed unanimously, 4-0.

Respectfully submitted,

Joshua Flowers  
Vice Chairman  
Municipal Building Committee