

**PUBLIC BUILDING COMMISSION MEETING MINUTES**  
**THURSDAY, AUGUST 8, 2013 (DRAFT)**

A special meeting of the Public Building Commission was held on Thursday, August 8, 2013 in the Lion's Community Room in the lower level of the Raymond Library (840 Main Street). The meeting was called to order at 7:02 P.M. by Vice Chairman Richard Domler.

**PRESENT:** Richard Domler, Vice Chairman  
Valentine Povinelli, Jr., member  
Travis Simpson, member  
Richard Kehoe, member (Chairman of the Town Council)  
Patricia Harmon, member (Town Council)

**ABSENT:** Daniel DePietro, Chairman  
Pasquale J. Salemi, Jr., member

**ALSO PRESENT:** Marcia A. Leclerc, Mayor  
Esther Clarke, Town Council  
Susan Hansen, Library Director  
Mary G. Martin, Project Administrator for Raymond Library  
Gregg Verallis, Facilities Manager, Town of East Hartford  
Bruce Tuthill, AIA, Tuthill & Wells Architects  
Peter D. Wells, AIA, Tuthill & Wells Architects  
Scott C. Boos, Owner's Representative for the Town of East Hartford

**APPROVAL OF JANUARY 17, 2013 MEETING MINUTES:**

Motion by: Richard Kehoe

Seconded by: Travis Simpson

To approve the Minutes of the January 17, 2013 meeting.

Vote: Motion approved unanimously. (Ms. Harmon abstained).

**OLD BUSINESS:**

**PRESENTATION OF FINAL PLANS FOR THE RENOVATION AND ADDITION OF RAYMOND LIBRARY:**

Ms. Martin called on Mayor Leclerc to introduce newly hired Library Director, Susan Hansen, to those present. A brief summary of the three meetings held to date regarding this project, including clarification of the role of the Public Building Commission to "review and approve or reject the architectural drawings and specifications" at this meeting, was made by Ms. Martin.

Architects Tuthill and Wells then gave an overview of changes made to the plans since the Commission last met. Highlights of the discussion held about these items included:

The front lobby's original ceiling and fireplace mantle will be refurbished or re-installed as an alternate to the bid; a north/south corridor has been added in the area of the community rooms to meet Fire Safety Code; additional door passages have been added at every level from the atrium to assist with pedestrian flow; hazardous materials concerns have been addressed (the existing elevator shaft will have its piston removed and be filled).

In addition: a generator transfer switch has been added to the exterior to allow for the hook-up of a portable generator; and the existing west (front) elevation and a portion of the north elevation masonry will be repointed. Glass walls to assist with supervising interior spaces will be utilized in the Young Adults section and the staircase leading to the Mezzanine from the Main Floor, and with the computer and small meeting rooms on the Upper Floor.

The building will have fire sprinklers and alarms throughout; the roof will be newly shingled; there will be no HVAC ductwork on the roof (the system will be variable flow refrigerant). The ramp leading to the exterior Lower Level entrance to the Community Rooms (east side of the addition) will be heated for snow and ice removal.

The Commission was informed by Ms. Martin that the Historic District Commission has reviewed and approved the plans and they are satisfied with the plan to highlight the original (west/Main Street) façade with exterior up-lighting. It was noted that this construction bid package does not include plans and specifications for information technology or fixtures, furniture and equipment. Those items will be covered under two separate bid packages in 2014.

Motion by: Richard Kehoe

Seconded by: Travis Simpson

To accept the plans and specifications as presented.

Vote: Motion approved unanimously.

Further discussion was held regarding the next steps in the process. Ms. Martin explained that the project will be out to bid by the end of August. Future meetings of the Commission will be called at major milestones by the Chairman to monitor the progress of construction and renovation.

**NEW BUSINESS:**

It was noted that Mr. Domler has been reappointed to the Public Building Commission for a five-year term to expire in December 2018.

Mr. Simpson questioned as to why the solar panel canopy projects to be undertaken by the Board of Education were not presented to the Commission. The possibility exists that they did not total \$500,000. Ms. Martin will contact Mr. Al Costa about this.

**ADJOURNMENT:**

Motion by: Richard Kehoe

Seconded by: Travis Simpson

To adjourn the meeting of the Public Building Commission (7:52 P.M.).

Vote: Motion approved unanimously.

Recorded by: Mary G. Martin \_\_\_\_\_  
(signature)