

**EAST WINDSOR BUILDING COMMITTEE
EAST WINDSOR, CONNECTICUT'**

MINUTES OF OCTOBER 28, 2013 - SPECIAL MEETING

I. TIME AND PLACE OF MEETING

The meeting was called to order by Vice Chairman Al Rodrigue at 6:09 p.m. at the East Windsor Town Hall meeting room, 11 Rye Street, Broad Brook, CT.

II. ATTENDANCE

PRESENT: Vice Chairman Al Rodrigue, Jim Borrup, Skip Kement, Joe Sauerhoefer and Tom Stremper. Also present were Denise Menard, First Selectman; Len Norton, Town Engineer; Richard Labrie, of Futures Education, Consultant to the East Windsor school system; Jim Giuliano, Construction Manager, of CREC; Stephen Dewey, Dewright Design; and Roy S. Brown, of Roy S. Brown, Architects.

III. ADDED AGENDA

Upon **MOTION** by Mr. Sauerhoefer; Seconded by Mr. Kement, it was **VOTED** to add discussion on proposals for interim HVAC services for the town.
In Favor: Unanimous

IV. PREVIOUS MINUTES

Upon **MOTION** by Mr. Sauerhoefer; Seconded by Mr. Borrup, it was **VOTED** to approve the minutes from October 9, 2013.
In Favor: Unanimous

ADDED AGENDA - DISCUSSION ON INTERIM HVAC SERVICES

Mr. Norton noted that the company that was providing the services for the town is no longer in business. Guarantee Mechanical Services was providing plumbing and heating. He explained that they have gotten some hourly rates from 2 companies: Fahrenheit and Taylor. One rate is \$85 per hour for scheduled services and \$130 for emergency with a mark-up of 20%. The other is \$92 per hour, with \$135 for emergency and \$185 for double time, with a 40% mark-up. Ms. Menard said that because they are both local that puts it in tough spot. She said she would prefer that we don't differentiate between the two. Mr. Norton said they are not much different hourly rates. He noted that we have 3 or 4

boilers that haven't had their annual P.M. yet. He said he would like to start off with the lower hourly rate. If they can't make it, we can just go with the other one. Mr. Norton said this is on an as-needed basis. This will get us through the winter months. Mr. Rodrigue asked how much more time is left on the existing contract. Mr. Norton said this 13-14 fiscal year is the last end of the current contract, until the end of June 2014. This will get us 7 months.

Upon **MOTION** by Mr. Stremper; Seconded by Mr. Borup, it was **VOTED** to go with the price of \$85, with the 20% and \$130 for emergencies, to fulfill the remainder of the contract through June 2014.

In Favor: Unanimous

V. UNFINISHED BUSINESS

1. BROAD BROOK MODULAR CLASSROOMS - PROGRESS REPORT

Present for this discussion were Mr. Labrie, Mr. Guiliani, Mr. Dewey and Mr. Brown. Mr. Labrie noted that they have rescheduled a meeting with the State for final approval in early December. They are working backwards from that date. He said they plan to be able to send the plans electronically to the Building Committee members prior to the meeting where they would ask them to vote. He explained that to go to the State they need votes from the Building Committee and the Board of Education. Mr. Labrie said he will be meeting with the Treasurer at the middle of November to talk about the bond. He said they probably can roll this bond with the existing bond that the town already has, making them able to get a better rate.

Mr. Brown noted that the original building was built in 1951. He said about 10 years ago, 8 modulares were put in front. They were portables. They will be putting on two addition, one with 10 classrooms and one with 4 classrooms. They will be prefab and will have concrete floors, steel studs and a steel roof structure. It will be brick veneer on the outside. Mr. Brown noted that they will be permanent on foundations.

Mr. Brown referred to site plans and noted that parking is an issue. He said when there are special events they need more parking. He pointed out that they will be encroaching on the parking lot, taking six parking spaces. They will add 14 spaces. The 10 modulares will be coming in off the same connector. It is not going to be a ramp. Mr. Brown pointed out that there will be handicap bathrooms. Two pieces make one classroom. Mr. Labrie noted that they will be fitted in place with a crane. They will do this off-site. He said they have a

short window of time. They have only July and August to get rid of the old classrooms and put in the new ones. Mr. Labrie noted that the modulars have a 50-year life.

Mr. Brown referred to floor plans and elevations of the modular classrooms. He noted that each classroom will have a door to go out but you can't come in from the outside. All the classrooms have this, no hardware to come in but they can go out.

Mr. Sauerhoefer noted that there is a water issue there now with the existing classrooms. Mr. Labrie said that is why they had the deterioration. Mr. Brown pointed out that these will have a permanent foundation. Mr. Sauerhoefer said there will be an air gap. He was concerned about moisture in the crawl spaces. Mr. Guiliano said they can put down a vapor barrier. He said they can address this further. Mr. Norton said they will need some kind of access. He said what if they didn't put the gravel there and run a slab on the footings. He said if someone had to crawl around down there, they would have a 4 foot area rather than a 2-foot area.

Mr. Brown said if anyone has any questions, they can call him. Mr. Sauerhoefer asked to have one hard copy of the plans and the rest can be electronic. After a brief discussion, it was decided to have a meeting on Monday, November 18, 2013 at 6:00 p.m. to discuss this further. Mr. Norton said the next meeting would be for final approval.

2. UPDATE ON TOWN HVAC SYSTEM

Mr. Norton distributed copies of two bills they received from EDM, one for August and one for September. These were reviewed and discussed. Mr. Norton said this is the construction document phase. Mr. Rodrigue said he would like to see what we previously paid. He said they should ask for a refined bill that shows everything from day one.

Upon **MOTION** by Mr. Sauerhoefer; Seconded by Mr. Stempfer, it was **VOTED:** to get an itemized bill from start to finish.
In Favor: Unanimous

3. UPDATE ON TOWN HALL ANNEX ROOF

Mr. Norton passed out copies of forms that were put out for bidding on the

repair/replacement of the annex roof. He said he would strongly suggest that everyone attend the pre-bid conference that they will hold at the annex on Thursday, October 31st at 11:00 a.m. He said the bids will be opened on November 8th at 11:00 a.m. at the town hall.

VI. FINANCIAL

Nothing to report.

VII. NEW BUSINESS

None

VIII. INFORMATION

None

IX. TOPICS FROM THE FLOOR

None

X. PUBLIC PARTICIPATION

None

XI. ADJOURNMENT

Upon **MOTION** by Mr. Sauerhoefer; Seconded by Mr. Stremper, it was
VOTED: To adjourn at 7:24 p.m.
In Favor: Unanimous

Respectfully submitted

Marlene Bauer, Recording Secretary