

Permanent Building Committee Meeting  
Minutes of Tuesday, January 7, 2014  
7:00pm - Room 229 Veterans Memorial Building

**Call to Order:** PBC Chairman, Wayne Klocko, called the meeting to order at 7:05 p.m.

**Meeting Attendees**

**PBC members**

Wayne Klocko, Diane Jurmain, Jon Wine, Craig Schultze, Pat Sheehan

**Ex-Officio members**

Charlie Vecchi

**Other attendees**

Karen Bouret (Secretary/PBC), Tricia Perry (Library Director), Maria Neville (Trustee), Rick Barrett (Fire Chief)

**Approval of prior Meeting Minutes:**

Committee members reviewed meeting minutes dated 12/17/13. Diane Jurmain and Pat Sheehan made suggestions to be incorporated into the minutes.

**A motion was made by Pat Sheehan to accept the minutes, as amended, seconded by Jon Wine. The motion passed unanimously.**

Committee members reviewed meeting minutes dated 12/10/13.

**A motion was made by Jon Wine to accept the minutes, as written, seconded by Craig Schultze. The motion passed unanimously.**

A brief discussion ensued regarding vote counts which were included in the minutes.

**Craig Schultze made a motion to reconsider the minutes of 12/10/13. The motion was seconded by Jon Wine. Pat Sheehan and Wayne Klocko voted in favor of reconsidering, Diane Jurmain voted against. The motion passed.**

**A motion was made by Craig Schultze to amend the 12/10/13 minutes by removing the vote count. The motion was seconded by Jon Wine. Pat Sheehan and Wayne Klocko voted in favor of the amendment, Diane Jurmain voted against. The motion passed.**

**Library Status Update:**

Wayne Klocko reviewed the current status of the Library project. Mr. Klocko said he had spoken to Matt Oudens about outstanding issues holding up LEED certification back in December. Wayne reiterated the importance of obtaining that certification and the \$139,000.00 funding since the budget will be cash strapped without it. Matt advised that there were five remaining items to be addressed at that time:

Permanent Building Committee Meeting  
Minutes of Tuesday, January 7, 2014  
7:00pm - Room 229 Veterans Memorial Building

1. Lighting control programming – Per Tricia Perry, the issue has been resolved.
2. As-Built drawings for Mechanicals – still need to be located
3. Electrical check meters – Per Tricia Perry these need to be reset. Mrs. Perry will ask Barry from Kenbar if he can address the issue of a bigger feeder while he is at the Library on Wednesday.
4. Building Management System (BMS) access – Per Tricia Perry, this has been addressed
5. Electrical energy consumption – Per Wayne Klocko, he has the NSTAR bills and will scan them in and send them to Matt Oudens.

Wayne said he will reach out to Matt again to give him a status update and make sure all of the outstanding issues are resolved.

Tricia Perry said she feels well trained on the heating system now, but is still waiting on manuals. Mr. Klocko said he will address it with Matt Oudens. Tricia added that the fireplace is due to be up and running on 1/14/14.

Per Wayne Klocko, SGH prepared a proposal, (See Document A), in the amount of \$9,200.00 for further investigatory work to locate the source of the leak at the front entrance.

**Jon Wine made a motion to authorize Simpson, Gumpertz and Heger to proceed with a not to exceed amount of \$9200.00 for investigative work at the front façade of the library regarding the water leak. The motion was seconded by Craig Schultze, and passed unanimously.**

Wayne Klocko said there are two major close-out issues to be added as line items to the library budget. One for general issues and the second for the water leak at the front entry. Mr. Klocko asked Karen Bouret to take over the responsibility of maintaining the budget from DTI.

Per Wayne Klocko, Mr. Robert Valchius donated \$8500.00 toward automated handicapped access at the library entry. (See Document B) Mrs. Perry said the Friends of the Library could be asked to fund the additional cost through the capital campaign.

Tricia Perry noted that she will be speaking at an upcoming CPC meeting to explain how the \$8500.00 they provided was used for both the UV window coating at the historical room and to defray HVAC equipment installation. Karen Bouret will follow up with Kathy LaPlant, Finance Director, to make sure the funds are transferred to the Library project budget.

Tricia Perry presented her punch list of items that remain open. (See Document C) Wayne Klocko asked Tricia to speak to Sunshine Sign about providing new signage at the book drop in order to remove that item from the list. Wayne will follow up with Matt Oudens regarding the other outstanding issues.

Permanent Building Committee Meeting  
Minutes of Tuesday, January 7, 2014  
7:00pm - Room 229 Veterans Memorial Building

Per Mr. Klocko, Town Counsel is reviewing a letter received from BWC's counsel regarding payment and will advise accordingly.

Tricia Perry and Maria Neville left the meeting.

**Police and Fire – OPM Fee Proposal**

Wayne Klocko explained that Tim Bonfatti of Compass sent a proposal for OPM services for the Police and Fire project and added that he had a lengthy discussion with Mr. Bonfatti regarding said proposal. A group discussion ensued about the cost. Mr. Klocko said the individual's rates do not seem unreasonable, but rather the high price is a function of time. Pat Sheehan the \$500k price seems high and the group calculated out the percentage of the total cost to be close to 5% for OPM services while the Library project cost was closer to 3%. After more discussion and a group consensus, Wayne Klocko said he will go back to Mr. Bonfatti and explain that the project budget cannot afford the current offer but would be willing to look at another offer.

**Bills Payable**

An invoice from Sunshine Sign in the amount of \$3,300.00 was presented. Wayne Klocko explained that the Library budget is only responsible for the ADA signage and the room occupancy signs, the rest will be covered by The Friends.

**Craig Schultze made a motion to approve \$715.16 payable to Sunshine Sign. The motion was seconded by Pat Sheehan and passed unanimously.**

An invoice from Commercial Construction Consulting, Inc., for work performed by Bob Dyson was presented.

**Craig Schultze made a motion to approve \$3,960.00 payable to Commercial Construction Consulting. The motion was seconded by Pat Sheehan and passed unanimous**

**Adjournment:**

**A motion was made by Diane Jurmain, to adjourn at 8:45 pm, seconded by Jon Wine. The motion passed unanimously.**

The next PBC meeting is scheduled for: TBD

Documents:

- A. Simpson Gumpertz & Heger Proposal
- B. Letter from Valchius Realty Trust
- C. Tricia Perry's Punch List for Library

Submitted by: Karen Bouret