

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE PUBLIC BUILDING AND SITE COMMISSION.

Minutes of the regular meeting of the Public Building and Site Commission held on Tuesday, May 28, 2013. Chairman Robert Mitchell called the meeting to order at 7:00 p.m.

**Present:** Robert Mitchell, Anthony D'Angelo, Joseph Borst, Robert Edwards (7:30), James Juliano, Rick Matschke, Peter Samoskevich. **Absent.** Thomas Catalina. Roger Letso. **Also Present:** Clerk of the Works William Knight, Kaestle Boos principal Chuck Boos, Diversified Project Management representatives Mark DuPre and GERALYN Hoerauf, and Clerk for the Sandy Hook School project Erin McDermott.

**Public Participation.** None noted.

**Minutes.** Upon motion of Mr. Samoskevich, the minutes of the regular meeting of April 23, 2013 were unanimously accepted as presented.

**Review of Town Initiated Projects - ESCO Status and role of PB&S.** Mr. Matschke noted that Ms. Quinn said that the meeting of the Board of Selectmen went very well. Mr. Mitchell said that the Town Attorney is accepting the contract. Mr. Matschke said that the Legislative Council will have this on their agenda June 5. Mr. Mitchell was advised that certain roof drains at the Middle School can no longer be accessed for service due to the location of the PV panels.

**High School Expansion Project.** Mr. Mitchell said that we still do not have the complete backup for the Morganti application for payment which was previously approved. Morganti will submit a new invoice without the Action Air release of liens, which represents most of the amount of the invoice. Only retainage is being held. Mr. Frank will be asked to contact the attorney for Action Air to resolve the lien issue and allow the project to be billed out and paid.

The State responded to the request for reimbursement, but the Board of Education did not act on the letter. The original letter was sent to the BoE on December 6, 2012. The State will reissue the letter.

**Hawley School Project time frame review.** Mr. Boos distributed a change order request of \$8,079.51 from Gennarini reflecting the added costs due to the delay in asbestos removal which will now take place after school is out in June. Mr. D'Angelo moved to recommend approval of the change order request for boiler demo of \$8,079.51 contingent upon receipt of the final change order.

June 20 will be the first weekly job meeting. Mr. Knight said it must be determined if the State Department of Health will want a plan in place for the potential heating of the building in September if construction is delayed.

The costs of moving furniture in and out of the rooms will be paid for by contingency.

### **Invoices for Payment.**

Mr. Borst moved to approve Kaestle Boos invoice #6 for Phase 0 in the amount of \$2,668.58 and invoice #1 for Phase I in the amount of \$1,800.00. Second by Mr. Matschke and unanimously carried.

### **New Business.**

**Fairfield Hills Campus - Potential for accepting management of the building demolition projects.** Mr. Mitchell was asked by Jim Bernardi of the Fairfield Hills Authority and Liz Stocker Director of Economic and Community Development about buildings that will have to be demolished. They are requesting that the work be managed through PB&S. Mr. Mitchell has requested that Diversified Project Management provide a proposal to PB&S to act as the management team to assist PB&S with the release of RFP's and contract negotiations.

Mr. DuPre said that Diversified is primarily a facilitator for the projects and PB&S. He said that Diversified has handled demolition work as well as currently working on a window replacement project. He explained Diversified's plan for the Fairfield Hills and Sandy Hook School projects.

Mr. D'Angelo moved to accept the request by the Fairfield Hills Authority that Public Building and Site Commission accept the demolition projects. Second by Mr. Borst and unanimously carried.

Mr. D'Angelo moved to hire Diversified Project Management to prepare RFP's for demolition of these buildings. Second by Mr. Samoskevich and unanimously carried.

An ad hoc committee for this project will be headed by Mr. D'Angelo.

**Sandy Hook Elementary School.** Mr. Mitchell said that the task of the Public Building and Site Commission will be to implement the Advisory Committee's decisions. The site is set, the budget is being set and finalized and the Ed Spec is being finalized.

PB&S may need many additional meetings to handle the information and design of the school. Some of these may need larger space if public participation is expected. Potentially, there may need to be two PB&S meetings schedule per month. One would handle such items as ESCO and Hawley, with the other devoted to SHES.

He said that Homeland Security will be reviewing this project with the intent of updating their manual concerning school security. He said that the State is also looking at this

project to expedite their procedures for education processes. This project will become a model for other major projects so that new implementation procedures can be developed.

Ms. Hoerauf said that three RFQ's were posted last Friday for the three teams that we are looking for now. The RFQ's are due back on June 20. A short list will be created and teams interviewed. Mr. Mitchell said that the full team should be prepared to be engaged by the second week of July. He said we will try to get major construction to begin next spring at the latest with selected trades released earlier.

Mr. Mitchell said that an advisory council of people who are not members of the Public Building and Site Commission will be selected to assist PB&S in developing a philosophical approach to the new building. These people will not have voting positions but are intended to bring divergent points of view to the design team. The current ad hoc committee of the Public Building and Site Commission is comprised of Mr. Mitchell and Mr. Edwards.

#### **Invoices for Payment.**

Mr. Matschke moved to recommend approval of Richard Seman, Jr., SRP invoice #19963 in the amount of \$400.00 and #19964 in the amount of \$350.00 for property appraisal. Second by Mr. Borst and unanimously approved.

Mr. D'Angelo moved to recommend approval of Diversified Project Management invoice #2013148 in the amount of \$16,600.00 for professional services. Second by Mr. Edwards and unanimously approved.

The next PB&S meeting is scheduled for June 25, 2013.

**Adjournment.** The meeting adjourned at 9:00 p.m.

Ann M. Mazur, Clerk