

Joint Facilities Committee

Thursday February 7th, 2019

6:00pm Enfield Town Hall-Enfield Room

1. Call to Order

6:04pm

2. Roll Call

Present: Bob Cressotti, Wendy Costa, Walter Kruzel, Joe Muller, Tim Neville, Bethany Ouellette, Charlotte Riley, Scott Ryder, Donna Szewczak, Gregg Gabinelle, Chris Cykley

Absent: Bill Kiner, Doug Maxellon, Melissa Everett

3. Approval of Minutes

A. January 3, 2019

Motion by Tim, second by Charlotte and all in favor

B. January 17, 2019

Motion by Charlotte, second by Tim, Joe abstained and the rest were in favor

4. Special Guests

None

5. Old Business

A. Henry Barnard Partial Roof Replacement (Phase 1)

Gregg- The roof is done and it received its final inspection. It passed the inspection and we have the warranty information.

Donna- They did say there were some minor leaks.

Gregg- It was no surprise and it was a problem with adhesion because they were working to finish so late in the season and the temperature was colder. They have double and triple checked all areas and we should be good to go. First significant rain has happened since then and there are no reports.

Tim- How long is our warranty?

Gregg- 25 year warranty.

Donna- Did we do an infrared test after?

Gregg- I don't know of one being done.

Donna- Do you do that at Asnuntuck Joe?

Joe- Yes, afterwards to be sure.

Gregg- Is that done by the roofer as part of the project?

Joe- No, it's an extra cost and it is expensive.

Gregg- We had one done before and it wasn't that bad.

Charlotte- We should do one when the whole roof is done.

Donna- Are we ready to apply to the state?

Walter- We have to approve the final invoice.

Gregg- The invoices were approved. Chris has it all under control.

Tim- So we have all the documentation to apply for reimbursement.

Gregg- Yes, we should have all the documentation.

Donna- Let me run something by you to see if I'm in the ballpark. It looks like the: Architect was \$9250, Owner rep \$9950, and roof was \$290,000 for a total of \$309,200.

Gregg- There was one other cost that I added and that was for the Hazmat assessment for \$2085 and DPW paid for that but that is also reimbursable.

Donna- The original allocation from the town council was for \$506,308. The remainder is just shy of \$200,000. The sinking fund balance is \$101,702.

Chris- Where did the sinking fund balance come from?

Donna- I asked for it.

Chris- State reimbursement is going to be \$216,440 when all said and done.

Donna- Looks like that makes about \$500,000 available towards the rest of the Barnard roof. Council has not moved that money out of those accounts. Council has to make a resolution that makes sense. I have to make a request that makes sense. We have to hire an architect at this point and get an estimate and the go to council but tell them that we do still have some funds available. We are going to have to take it out of unallocated funds or out of savings today and get it budgeted when we do the budget in May.

Chris- How soon can you get to the council and get them to approve the total amount?

Donna- As soon as I know what it is.

Chris- We are assuming the balance is \$870,000. and would need the resolution for that number.

Donna- I don't want to go to council and ask for a resolution for \$870,000 and it comes in at \$930,000.

Gregg- \$870,000 in my judgment, is a very conservative higher end number.

Chris- We are cutting it really close again on getting this in again to do summer work.

Gregg- I have proposal requests out for the architect/engineering. I'm trying to avoid a formal RFP because it will take a long time. We can go to our on call consulting list, I have 3 right now from that. I also went back to Hibbard & Rosa to see if we can consider that. I need to try and get a bid waiver.

Chris- Putting it out of sequence is more than likely make it ineligible by the state.

Gregg- What do you mean by putting it out of sequence?

Chris- Hiring the architect before we submit a grant application.

Gregg- I'm not hiring anyone but I need cost estimates.

Chris- We can just do a per square foot cost which is how we got to the \$870,000.

Scott- Donna does not want to ask for \$870,000 if we are only going to spend \$640,000

Chris- The only way around that is to break it up into phases,

Walter- Where did we come up with the \$506,308 figure, we did not have an architect at that time?

Chris- We did, Hibbard & Rosa came up with that estimate based on pricing that he has received on other roofing projects he has done recently.

Gregg- We need to get moving on the design phase.

Walter- Anything under \$10,000 no RFQ.

Chris- Yes, state requirement anything under \$10,000 no RFQ. If it is over \$10,000 you have to bid it out, you can't waiver it or bid it off your on-call list.

Gregg- It is a larger area so I don't know if it will be over or not.

Donna- It is 33,000 square feet.

Tim- Do they figure cost by square footage?

Chris- Yes.

Gregg- We have the funds for this part of the project. There is no hazmat or decking damage to contend with.

Tim- If it comes in over \$10,000 do we still go for it.

Gregg- Yes.

Tim- I think we have to.

Donna- Joe are you comfortable going to council and getting a resolution for \$870,000?

Joe- Yes.

Bob- Yes, even if we go over the \$10,000.

Donna- This summer we will do the design for the next roof.

Walter- That one can be RFP and do it that way.

Donna- We can start in August or September. We need to spend money and sometimes it has to be savings money. I will send an email to Chris and ask for it to be on the agenda for the 19th.

Chris- We can have the funding authorization be one agenda item and then we can add the 3 resolutions that we need for this all in the same meeting. Authorize funding, appoint this committee, building committee, authorize to submit the grant application, authorize schematic drawings and an estimate be done. Then we have to do Ed specs.

Tim- Are we going to use the Ed specs from May 28th, can we use the same ones? Do we need a meeting for that?

Chris- To update those we need to go to BOE to have those approved. Council needs to approve first, then approve the BOE specs then another meeting to approve the minutes. I will need a certified copy of the minutes. Need to submit by end of February. The sooner we get this in the sooner we can go to bid.

*Chris- Did you vote to recommend this as complete to the BOE?

Tim- It never came up.

Chris- We are now complete with this phase of the Barnard roof. We have our warranty, all invoices are in and will be paid. This committee needs to vote and accept it as complete and recommend it to the BOE.

Donna- We need to make a motion.

Walter- I make a motion to release the phase 1 Henry Barnard roof replacement and mark it as complete and send it to the BOE for approval. Second by Tim

Roll Call on vote:

Bob-For

Wendy- For

Walter – For

Joe- For
Tim- For
Bethany- For
Charlotte- For
Scott- For
Donna- For

B. Town Facility Use and Consolidation Assessment

Gregg- All comments have been incorporated, final finance review, final legal review are done. RFQ/P is out. It should be on the town website tomorrow and in Hartford Courant. It is out until February 27th.

C. JFK PCB Management Plan

Gregg- They had to retake some of the air samples from last quarter, they all came back clean. The next quarter samples will be done March 28th. In our CIP budget exercise just as a safe place holder I did put in \$25K for PCB abatement, just in case.

D. Energy Performance Contract

Tabled

E. Roof Management Plan

Gregg- The focus is Barnard Phase 2.

Donna- Then onto Eli Whitney,

Gregg- I put in CIP requests \$500,000 for additional school roof replacements.

Charlotte- Are we still going to have an architect front load all the plans for the buildings?

Donna- I would like to at least front load the fall with at least one building (Whitney),

Hazardville Memorial too if there is enough.

Tim- Front load in what way?

Charlotte- Have the designs all ready to go.

F. Joint Facilities Committee Communications

Scott- I have been away since we last met.

6. New Business

None

Back to 5. A.

7. Committee Comments

Charlotte- Have the ceiling tiles been replaced in the new section at Barnard?

Gregg- Yes, by DPW out of the regular budget.

8. Set Next Date

February 21, 2019

9. Adjournment

Motion by Walter, second by Tim at 6:53pm

