

**Marlborough Public Building Commission**  
**Regular Meeting Minutes**  
**May 19, 2004**

1. Call to Order

Chairperson Vincent Mondo called the meeting to order at 7:37 p.m. in Conference Rooms A&B of the Marlborough Town Hall, North Main Street, Marlborough, Connecticut.

Commission members present:

Darren Cooke  
Nancy Cronin  
Vincent Mondo  
David Wagner

Others present:

Linda Cherry, Marlborough Board of Education  
Louise Concodello, Marlborough Board of Education  
Tom Giola, Town of Marlborough  
Peter Hughes, Town of Marlborough  
Michael O'Neil, Richmond Memorial Library Expansion Committee  
Dan Paquette, Standard Builders  
Hugh Pearson, Moser Pilon Nelson  
Joseph Reardon, Marlborough Superintendent of Schools

Alternate members Nancy Cronin and Darren Cooke was seated for Darcy Laitinen and Leo Christmas, respectively.

2. Public Comments

There were no public comments.

3. Correspondence

No correspondence was discussed.

4. Library/Town Hall Feasibility Study

- Town Staff Report
  - Mr. Giola stated that the Town approved the joint study for both facilities at its May 10 budget town meeting. A notice to proceed was sent to Best Joslin. A meeting will be held on Monday to discuss the joint project. Mr. Giola noted that the PBC will drive the project. Mr. Mondo stated that the role of the Commission has to be accelerated as it moves into the library project.

5. School Renovation Project

- Town Staff Report
  - The water system approval has been received from the State and the final phase of the project, the playscape, has been approved. The last of the change orders is on-going. Mr. Giola noted that Mr. Pearson is working on the needed changes to the MECCA area of the school. He is still awaiting some mechanic information, so until that is known,

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new costs cannot be calculated. However, Mr. Giola stated that there will probably be an electrical cost impact and possibly a small mechanical work impact.

- More asbestos has been found in the tackboards that were not shown on the drawings as part of the abatement plan, but were shown to be demolished on the plans. Some double layer tiles, as well as mastic on the columns in the Multi-Purpose Room, were also not shown on the plans and do contain asbestos. It was assumed that the mastic affixed to the Media Center acoustic tiles would contain asbestos, but none was found.
- There is a punch list for the new Grades 1-3 area. The contractors are now occupying the old band room, the media center, the art room, the multi-purpose room and the lower level Kindergarten area (new MECCA). Mr. Reardon noted that he has gotten a lot of complaints about the old windows. He noted that the new unit ventilators, even on low, are pretty powerful and can substitute for an open window. Mr. Giola noted that there are three rooms that are a priority to replace the inoperable windows. Mr. Pearson expanded on the issue, noting that data is being obtained regarding possibly putting a frame within the old window frame and adding a ventilator to those.
- Construction Manager Report
  - The demo started last Monday in the MPR and MECCA and demo will be started this Monday in the library and the art room, with the goal of completion MECCA by June. The site work is progressing with plantings currently being done.
  - The current budget was discussed. Between allowances and contingencies, there is \$282K left; however, if unforeseen conditions are uncovered, costs would come from there. By the middle of June, SB should know of any additional expenses.
  - Carpeting for the Media Center is in the contingency committed amount. Mr. Giola noted that a new motor, new controller, and new power unit are needed for the elevator.
  - There is small IDF closet, and a fiber line is run to it, which requires a different type of switch than what was anticipated or purchased. Other switches for phone and data line which cannot be utilized in this area, but will be used for replacements in other areas. New fiber optic type switches have to be purchased at a cost of \$3K.
  - With another elevator being tied into the system and another outside telephone line needed, the school will be short on phone lines to serve the building. Mr. Giola asked Mr. Reardon/the BOE if it can live without one line, or is it necessary to pull in another line from the street. Phone service costs could be up to \$6K if a line (50 pairs of phone lines) is pulled in from the street.
  - Mr. Hughes questioned if the BOE has advised the PBC of its priority items. Mr. Reardon responded that it has approved items that have to be completed in order to get the CO; and the rest of the items, even though they may be a BOE priority, are on hold until the unknowns are known. Mr. Wagner asked that School administration or the BOE go through the list and prioritize the “Correct Deficiency” column.
  - Mr. Mondo stated that for items that do not have change orders, those items need to start being included into the budget.
  - Mr. Giola stated that equipment will be sold; however, proceeds will probably have to go into the Town’s general fund.
  - Mrs. Cronin asked for a column to be added to the budget report for “To Be Approved” items and also asked that the items be numbered for ease of use.

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A special meeting was set for Tuesday, June 1, 2004, at 7:30 p.m.

- Architect Report
  - On-going issue of getting the mechanical system resolved.
  - Summary sheet was distributed to Vince Mondo from Lucian, engineer.
    - ◆ Mr. Pearson also distributed a memo to Mr. Mondo regarding the MECCA changes and providing air conditioning in that area. He stated that some through-wall units for the MECCA area are being investigated; but mechanically, there have been concerns about those operating in conflict with the unit ventilators. Mr. Pearson continued that Lucian will come up with a scheme where a coil will be added to the existing unit ventilators, as well as an outside condenser unit mounted on the ground. This would be instead of cutting a hole in the masonry and putting a sleeve and a window unit.
      - Mr. Reardon stated that from a users' point of view, the air conditioning system is far from satisfactory. Mr. Giola adding that the balancing contractor, Automated Building Systems, has agreed to get a recording thermometer to monitor the space. Once the phone line is in, the computer information will be monitored and then adjustments made by Building Systems.
- BOE Expansion Committee Report
  - Mr. Reardon asked the PBC to move its special meeting from June 1 to the following week in order for him to hold a special BOE meeting to discuss the priority renovation items. He asked that Messrs. Giola and Paquette be part of the special BOE meeting.
  - Mr. Reardon said the school should be 99% ready when school resumes in September.

The special meeting of the PBC will be held on Wednesday, June 9, 2004, at the Marlborough Senior Center, at 7:30 p.m.

6. Town Staff Report

- Sanitary Sewer Project – Mr. Giola reported that the sewer will be controlled by the Water Pollution Control Authority (WPCA) but because it is part of the public infrastructure, Town officials feel that the PBC should have knowledge of the project.
- West Road Memorial Field Concession Stand Project – This building will be built on Town property with one user, MYAL. The BOS asked the Park & Rec. Commission for a plan of how the building will be used, maintained, and operated. Mr. Giola added that it may matter who will build the structure. It may be the Town will build it with MYAL's help. Mr. Hughes stated that by Charter Park & Rec. has control of the land and can control its use. Fifty-two thousand dollars was approved by the Town to finish this building and some landscaping as well.
- Town Staff Reorganization – Mr. Giola gave job descriptions of three jobs--Highway Foreman, Building and Grounds Foreman, as well as the Director of Physical Services—to the PBC for its review and comments before the middle of next week because the positions will be advertised next Wednesday, May 26, 2004.

7. Commission Business

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- Approval of Meeting Minutes

**Motion #1 by David Wagner, Seconded by Nancy Cronin, that the PBC approve the from the March 17, April 7, and May 5, 2004 regular and special meetings, with changes as noted:**

4/07/04, pg 3, 2nd para., "Discussion": delete the word "his" between "over" and "the".

**VOTE: (FOR: UNANIMOUS; MOTION CARRIED)**

- Role of the PBC –Mr. Mondo suggested the formation of a Subcommittee. The following members will sit on the subcommittee: Darren Cooke, Vincent Mondo and David Wagner.
- Recommendation to BOS for vacant Full Member Position – Mr. Mondo noted that Darcy Laitinen has resigned from the commission, so a full member replacement is necessary.

**Motion #2 by Vincent Mondo, Seconded by Nancy Cronin, that the Public Building Commission recommends Darren Cooke to fill the vacant full voting member position.**

**VOTE: (FOR: UNANIMOUS; MOTION CARRIED)**

- Recommendation to BOS for Vacant Alternate Position – Two alternate positions now need to be filled. Mr. William (Bill) M. Lapointe spoke briefly to the Commission and stated that he has worked with electrical engineers and contractors over the last 20 years but now is a self-employed structural engineer who has lived in Town for two years. He noted that his experience is 85 percent structural design and he currently sits on the Richmond Memorial Library Expansion Committee.

**Motion #3 by David Wagner, Seconded by Vincent Mondo, to forward to the Board of Selectmen recommending William Lapointe as an alternate member of the Public Building Commission.**

**VOTE: (FOR: UNANIMOUS; MOTION CARRIED)**

8. Public Comments

There were no public comments.

9. Adjournment

**Motion #4 by David Wagner, Seconded by Vincent Mondo, to adjourn the meeting at 9:35 p.m.**

**VOTE: (UNANIMOUS; MOTION CARRIED)**

Respectfully submitted,

Susan Skoglund, Board Clerk