

Marlborough Public Building Commission
Regular Meeting Minutes
September 15, 2004

1. Call to Order

Chairperson Vincent Mondo called the reconvened meeting to order in Conference Rooms A&B of the Marlborough Town Hall, North Main Street, Marlborough, Connecticut, at 7:38 p.m.

Commission members present:

Darren Cooke
William Lapoint
Vincent Mondo
David Wagner

All of the above members were seated for the meeting.

Others present:

Louise Concodello, Marlborough Board of Education
Tom Giola, Town of Marlborough
Laura Hart, Richmond Memorial Library
Peter Hughes, Town of Marlborough
Dan Paquette, Standard Builders
Hugh Pearson, Moser Pilon Nelson
Joseph Reardon, Superintendent, Marlborough School System

Mr. Mondo noted that Mr. Bill Lardi is now of full voting Commission member, as is Mr. Darren Cooke. Mr. Bill Lapointe is an alternate Commission member.

2. Public Comments

There were no public comments.

3. Correspondence

No correspondence was discussed.

4. Library/Town Hall Feasibility Study

- Library Expansion Committee Report
 - Mr. Giola has not heard from Best+Joslin (BJ) for a status, but expects information for the two buildings by the next PBC meeting. Mr. Giola continued that he received two quotes on a hazardous materials study and also expects that to be completed by the next meeting because the samples will have been taken by the next meeting, at the latest.
 - Best+Joslin is doing the three different scenarios of the two existing buildings.
 - Ms. Hart stated that the Library Expansion Committee's concerns, as well as the Library Board's concerns, was that BJ review the options that were discussed with them initially, for example, finishing the second floor, because that is not included in their

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schematics. She continued that the Library wants to make sure the study covers all the possibilities when presenting options to the taxpayers. Mr. Giola countered that at the August 18, 2004, PBC meeting, it was stated that BJ go back and look at the other options. He continued that they were going to look at the schematics for finishing the second floor and adding on to the existing building. Mr. Mondo added that the PBC told BJ that it wanted to explore the scenarios that will serve the needs of the 20-year plan. Mr. Giola stated that BJ can give a separate number for just the second floor completion.

- Town Hall Committee Report
 - Regarding Town Hall, Mr. Giola stated that Mrs. Bader asked that painters be contacted to touch up the exterior of Town Hall before winter. Additionally, Chris Corso is doing repairs to the men's room in town hall and other repairs as well.

5. School Renovation Project

- Town Staff Report – Mr. Giola stated that there have been some new issues that have occurred, but they are optional items. He continued that everything is going fairly well and the only remaining work is the cafeteria kitchen and the Community Room. The cafeteria is done and only final details are being finished in the kitchen. Electrical will be started in the Community Room, and Mr. Paquette added that it should be completed by September 30.
- Construction Manager Report – The Project Budget Summary worksheet was distributed to Commission members and discussed with Mr. Paquette noting that there is \$93,725 left in the budget. Allowances and contingencies have been adjusted and the remaining contingency is under by \$42K. Additional items total \$91,148. The total project budget remaining is \$160,372. Mr. Paquette noted that the mechanical and electrical numbers should be received by the end of the week and then Mr. Paquette will meet with Messrs. Pearson and Giola to finalize the figures.
- It was noted that the number 1 item on the Additional Items worksheet, the handrail retaining wall for Building A was included in Phase I and should not have been included on the worksheet. This amount should be deducted from the total of Additional Items (\$91,148). It was also noted that there will be a net credit of about \$3,500 to not do the sheetrock soffitt above the stage and a wooden box was made to cover the projection screen.
- Item #5, the motion detector, has been eliminated.
- On the Additional Items list, move the handrail retaining wall from “Building A” to “Building D”.
- Discussion ensued next on the items on the Upcoming Changes worksheet, dated 15, 2004:
 - A quote was received on the Handicapped Assist Door for \$1,900 which does not include electrical work. Chris Corsa will talk to Ruben, the custodian, to see if he can do the electrical and then the number would drop from \$3,000 to \$1,900.
- Pricing and schematics for American and Traco windows from Chandler Architectural were distributed for the PBC's review. The costs are for all windows in Building B and D, which would make all the windows new. Mr. Giola suggested that if the windows are not all replaced, the existing ones would be recaulked.

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- Roof canopies for Building D were next discussed and the Commission agreed that they needed to be completed as the front of the building looks unfinished and unmatched to the other buildings without new canopies.

Motion #1 by Bill Lapoint, Seconded by David Wagner, that the Public Building Commission authorize Priorities #1 and #2 from the Standard Builders' Upcoming Changes Worksheet and spend up to \$25,000 for three new roof canopies and/or rework of all the roof canopies for Building D.

VOTE: (FOR: UNANIMOUS; MOTION CARRIED)

- A lengthy discussion ensued regarding the "wish list items".
- Mr. Giola discussed an attachment to the snow blower for \$55K, but \$30K would come from the budget with the remainder from the general fund. This is an 11 foot wide, three deck mower, with a heated snow thrower.

Motion #2 by David Wagner, Seconded by Darren Cooke, that the Public Building Commission allocate up to \$25,000 out of the school project for the procurement of accessories for the lawnmower, provided that they are reimbursable by the State of Connecticut.

VOTE: (FOR: UNANIMOUS; MOTION CARRIED)

- Mr. Giola noted that test results for the water, without the VOC results, were sent to the State for its review. The hope is that the State will let the Town make the switch with just the test results that were sent.
- Architect Report – Mr. Pearson reported that he and Mr. Giola have discussed closing out Moser Pilon Nelson's services. Mr. Pearson has wrapped up with all the extras, and Mr. Giola stated that going forward, the work will be done on an hourly rate. Many punch list items have been done and still working on others. Mr. Paquette added that this list has been worked on since the middle of August, and the Community Room and the cafeteria have not yet been punched out.
- BOE Expansion Committee Report – Mr. Reardon stated he and the BOE were happy to open on time and is looking forward to opening the Hot Lunch program on October 18. A ceremony is planned for the community to see the school, tentative date of November 6 for an open house.

6. Town Staff Report

- Sanitary Sewer Project – Designers were at the WPCA's last meeting last week and still working on a preliminary contract that is not fully executed--there is still no signed inter-municipal agreement between Marlborough and East Hampton. There has been no approval for funding yet. Town officials will be here Tuesday with the WPCA to look at the neighborhoods and look at the proposed sewer area. The owners of the new golf course have asked to be part of the sewer system. Discussion ensued.
- Town Staff Reorganization – Physical Services Update: A building users meeting was held to let users of the building know how important it is to have a custodian on site to make

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sure the building was used appropriately and making sure there was someone there to offer help and supervision to the user. It will be approximately \$13K to MYAL for the basketball season. Scott Billings, MYAL President, has a new schedule and Mr. Giola is going to try to put a fee schedule together based on MYAL's schedule. Mike Gutt of the Board of Finance will ask to hold a special BOF meeting to ask that this figure be added as a new line item in the budget as part of taxes. Mr. Giola will let the PBC know the date of this meeting.

- Senior Center: The Senior Center would like to add a mud room on the side of the building. They are getting schematics from Peter Able Associates to bring to the PBC along with the projected cost. They will go through the budget process in the capital improvement plan.

7. Commission Business

- Approval of Meeting Minutes

Motion #3 by Darren Cooke, Seconded by Bill Lapoint, that the Public Building Commission approve the July 21, 2004 Regular Meeting Minutes and the July 27, 2004, Special Meeting Minutes, as presented.

VOTE: (FOR: UNANIMOUS; MOTION CARRIED)

- Board Vacancy – There is a vacancy for a full Commission member.
- Role of the Commission – Nancy Bader wonders if it would be less costly for the Town to have bi-laws for the Commission, rather than an ordinance change to go around Town Counsel and Town Meeting expenses. Mr. Lapoint then noted that bi-laws could then be changed at the whim of the Commission by majority vote if the Commission finds that the existing ones are working quite right. Mr. Hughes noted that models used by other commissions could be given to the PBC. Mr. Mondo stated he would like to get a special meeting set up about the role of the Commission and asked members to e-mail him their availability.

8. Public Comments

There were no public comments.

9. Adjournment

Motion #4 by David Wagner, Seconded by Darren Cooke, to adjourn the meeting at 9:40 p.m.

VOTE: (FOR: UNANIMOUS; MOTION CARRIED)

Respectfully submitted,

Susan Skoglund, Board Clerk