

TOWN & SCHOOL BUILDING COMMITTEE MINUTES

April 25, 2019 – 7:30 pm
Small Conference Room—Town Hall

1. **CALL TO ORDER** -- A meeting of the East Granby Town & School Building Committee was held in the Small Conference Room in the Town Hall. Chairman Jim Hayden called the meeting to order at 7:32 pm. In attendance were Jim Hayden, Rick Granger, John Ziobro, and Bob Ravens-Seger, who arrived at 8:10 pm to make a quorum. Absent were Tim Butler, Jim Velleman, and Mark Porter.

Also present were Roger LaFleur, Project Manager, Eric LaChapelle from Maier Design Group, Tom Hibbard from Hibbard & Rosa Architects LLC, and Acting Superintendent Melissa Bavaro from the Board of Education.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – Connecticut Department of Administrative Services

Copies of letters for each of the two school roof projects from the State issuing Project Numbers and reimbursement funding approval at a 40.71% rate were distributed to the Committee.

4. **MINUTES** – B Ravens-Seger made a motion to accept the April 11, 2019 minutes as presented. Seconded by R Granger. **Motion Approved Unanimously.**

5. **CONSIDER & ACT UPON SCHOOL & TOWN ROOF REPLACEMENT SPECIFICATIONS** – R LaFleur stated that having Project Numbers for both school roof projects, and the authorization for reimbursement funding, the next required step is to have a Pre-bid Conformance Review (PCR) with the State for each of the two projects. Dates for those have been made for next week. The review must include the approval and signatures for the plans and specifications for both projects by the Building Committee and the Board of Education.

T Hibbard reviewed the plans and specifications for the Allgrove School roof.

E LaChapelle reviewed the plans and specifications for the Middle/High School roof, including the fact that the State has approved the request for using a lesser average energy rating for the new roof slope to accommodate not moving the huge HVAC units.

J Ziobro made a motion to accept the plans and specifications as presented for the Allgrove School roof. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

B Ravens-Seger made a motion to accept the plans and specifications as presented for the Middle/High School roof. Seconded by J Ziobro. **Motion Approved Unanimously.**

E LaChapelle gave a preliminary presentation concerning the roof project for the Town buildings. He discussed each building and any issues he has discovered, or which the Committee brought to his attention. He is nearing the completion of this work and expects to have full plans and specifications for the Committee to review at the next meeting.

6. OLD BUSINESS

a. Project Manager Report

R LaFleur stated that while the projects are still in the State PCR process, they cannot go out to bid. He expects the reviews will be completed in two weeks. Then the State will issue letters giving approval for each project to go out to bid. He is preparing the paperwork for the advertising and the bids in anticipation of the receipt of the approval letters. He is hopeful that contractors will be hired by the end of May.

b. Project Update – Roads, Air Conditioning

J Hayden stated that the Town campus paving is proceeding on schedule. The next locations to be paved will be Seymour Road, followed by Spoonville Road.

He stated that the cost for paving the dump road will be a higher than originally thought because the vendor estimating the cost did not realize the pavement was to extend another 700 feet beyond where he calculated. Thus far, the pavement has been put down to the point of his calculation. It is anticipated that within a week paving will be completed to the collection bins. The rest of the dump paving will be done at a later date.

c. Allgrove Electrical Engineering Update

J Hayden stated that he had just received a report from Lorri DiBattisto regarding answers to questions posed at the last meeting. He will send a copy to the Committee so it can be discussed at the next meeting.

d. Project Timeline Review

Discussed during Project Manager Report.

7. NEW BUSINESS

a. Next Meeting Date – May 6, 2019 at 7:30 pm.

b. Approve Bills – There was a list of bills reviewed for approval:

Arrow Concrete Products – Catch basins/related product	\$ 9,398.00
Galasso – Processed Stone	\$ 3,686.20
Galasso – Processed stone dust	\$ 175.23
Galasso – Driveway mix	\$ 236.12
Tri-County Contractor Supply – 14” varicut pipe	\$ 1,380.00
Dufour Surveying – Senior Center/Public Safety Topographic Survey	\$ 1,300.00
Jack Farrelly Company – septic fabric	\$ 46.88
Home Depot – Mortar mix	\$ 707.60
United Concrete – Catch basin tops	\$15,275.00

J Ziobro made a motion to approve all the bills as listed. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

8. PUBLIC COMMENT -- none

9. ADJOURN – R Granger made a motion to adjourn the meeting at 9:16 pm. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk



DEPARTMENT OF ADMINISTRATIVE SERVICES

April 15, 2019

Dr. Patricia Charles
Superintendent of Schools
East Granby Public Schools
PO Box 674
East Granby, CT 06026-0674

Dear Dr. Charles:

Subject: Application and Grant Commitment for a Proposed School Building Project

You have recently submitted a school construction grant application for **Partial Roof Replacement** project at **East Granby High School**. Effective **April 15, 2019**, should **East Granby** fully comply with all statutory and regulatory school construction procedures and policies, the State of Connecticut approves a grant commitment to reimburse the Town of East Granby **40.71 percent** of eligible final project costs as reported at the end of this project. To the extent that East Granby's cost projection of **\$2,736,942** accurately reflects final eligible project costs, you can forecast a state grant based on 40.71 percent of that figure. Said reimbursement is based upon your funding authorization date of **February 13, 2019**.

This project has been authorized as a partial roof replacement only. Costs outside the scope of this authorization shall be ineligible for reimbursement.

The following identification number has been assigned and must be used on all subsequent submissions relating to this particular project:

State Project No. 040-0031 RR

NOTE: This grant commitment is subject to plan approval.

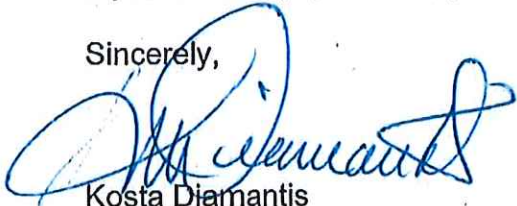
This letter does not constitute approval for bid purposes. Effective July 1, 2013, construction projects cannot go to bid until the Department of Administrative Services has approved the final plans and specifications for the projects and the district has received written notice of such approval. If the district requests state acceptance of *local plan review and approval*, the project cannot go to bid until the Department of Administrative Services has approved the local officials' certifications and you have received written notice of such approval.

Dr. Charles
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Connecticut General Statute, Section 10-284(b) allows the Commissioner of Administrative Services to disapprove a project if construction has not started prior to **April 15, 2021**. Start of construction is defined in Section 10-282 (9) of the Connecticut General Statutes as "the date on which the general construction contract or the first phase thereof, purchase agreement or leasing agreement is signed by the authorized agent of the town or regional school district."

If you have any questions, please contact Robert Ficeto at 860-713-6481.

Sincerely,



Kosta Diamantis
Director
Office of School Construction Grants & Review

cc: Noel Petra
Tom Reault
Robert Ficeto



DEPARTMENT OF ADMINISTRATIVE SERVICES

April 15, 2019

Dr. Patricia Charles
Superintendent of Schools
East Granby Public Schools
PO Box 674
East Granby, CT 06026-0674

Dear Dr. Charles:

Subject: Application and Grant Commitment for a Proposed School Building Project

You have recently submitted a school construction grant application for **Roof Replacement** project at **Allgrove Elementary School**. Effective **April 15, 2019**, should **East Granby** fully comply with all statutory and regulatory school construction procedures and policies, the State of Connecticut approves a grant commitment to reimburse the Town of East Granby **40.71 percent** of eligible final project costs as reported at the end of this project. To the extent that East Granby's cost projection of **\$941,480** accurately reflects final eligible project costs, you can forecast a state grant based on 40.71 percent of that figure. Said reimbursement is based upon your funding authorization date of **February 13, 2019**.

This project has been authorized as a roof replacement only. Costs outside the scope of this authorization shall be ineligible for reimbursement

The following identification number has been assigned and must be used on all subsequent submissions relating to this particular project:

State Project No. 040-0032 RR

NOTE: This grant commitment is subject to plan approval.

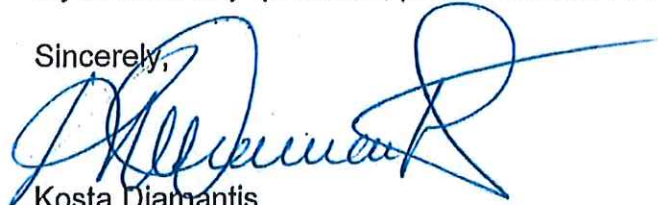
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