

TOWN & SCHOOL BUILDING COMMITTEE MINUTES

March 28, 2019 – 7 pm
Town Hall Small Meeting Room

1. **CALL TO ORDER** – A meeting of the East Granby Town & School Building Committee was held at the Town Hall Small Meeting Room. Chairman Jim Hayden called the meeting to order at 7:05 pm for the purpose of addressing non-actionable portions of the agenda, citing the lack of a quorum. In attendance were Jim Hayden, Tim Butler, and John Ziobro. Absent were Bob Ravens-Seger, Rick Granger, and Mark Porter.

Consultant Roger LaFleur from PMResources and architect Eric Lachapelle from Maier Design Group were also present.

2. **PUBLIC COMMENT** – none

3. **CORRESPONDENCE** – none

B Ravens-Seger arrived at 7:10 pm and J Hayden stated that the meeting now had a quorum present. R. Granger arrived at 7:25 pm.

4. **MINUTES** – T Butler made a motion to accept the January 17, 2019 minutes as presented. Seconded by B Ravens-Seger. R Granger abstained as he was not present at the meeting. **Motion Approved by the remaining members.**

5. **NEW BUSINESS**

- a. **Referendum results** – J Hayden stated that the referendum passed with 299 voting yes and 215 voting no, representing a 15% turnout.
- b. **Project Manager Request for Proposal** – J Hayden stated that as part of R LaFleur's responsibilities doing project prep, he developed a proposal for a Project Manager which was advertised and posted on the Town website. The deadline for submissions to the RFP is April 1, 2019.
- c. **Allgrove Electrical Engineering Study** – J Hayden stated that DiBattisto Associates LLC was engaged by the Board of Education to conduct an electrical engineering study at Allgrove School. The purpose of the study is to determine if the addition of air conditioning would require an electric service upgrade. He handed out a draft report and the next step will be for Lorri DiBattisto to get cost information from Eversource and the electrician. He has requested more details from her with special attention to the question of whether the units will be on the ground or on the roof. The Committee expressed concerns about starting the roof project without knowing that answer; and also, about discrepancies between what she said to J Hayden and what is in the report. J Hayden will ask her to attend the next meeting of the Committee.

6. OLD BUSINESS

- a. **Consultant Report** - R LaFleur stated that the school roof projects require State approval. There is a new system for processing these grant applications. It began with a Prep Meeting at which the consultant, architect and school superintendent met with the State to present the project data for input from the State as to its readiness for submission. This meeting went well with only nominal questions and suggestions from the State. Then all the project data was submitted for approval at the beginning of March. The State response is expected at the beginning of April. If the project is rejected, it is unclear whether data revised to address the reason for rejection has to be resubmitted and await an answer at the beginning of May, or can be discussed for approval at a special meeting in April. R LaFleur and E Lachapelle have confidence in the Town's submission and are very hopeful that by April 2, 2019, the State will issue its approval.

When the State approval is given, the Town will be assigned a project number. This is critical to the project because without it, no other part of the project can move forward. The architect will then put the project number on every set of specs and plans which will be reviewed by any relevant party to ensure that all parties are reviewing the exact same data. R LaFleur stated that he will inform J Hayden when the State responds with either a project number, or an issue and how to proceed with its resolution.

E Lachapelle talked about the proposed solution concerning the issue that moving the huge air conditioning units on the Middle/High School roof to do work under them and then putting them back would very likely damage them. The best solution is to not move them. But the curbs on which they are located are not high. It would be necessary to run a slope away from them which would become very high at the drains in order to meet the average energy rating currently required by State codes. Since the extra depth at the drains required to offset the low depth at the curbs would not add any additional energy rating, but would only be for the slope average, and be constructed at a greater cost, an application request for a lesser average energy rating as required in the previous State codes was made to Dan Tierney, the State Building Inspector.

Prior to the formal request, Town Building Inspector Jim Koplak spoke to D Tierney about its feasibility and likely approval. J Koplak has reviewed the proposed modifications and signed off on them. Both R LaFleur and E Lachapelle anticipate the State Building Inspector's approval. R LaFleur also stated that the energy rating modifications would meet the manufacturer's requirement to warrantee the roof.

T Butler asked about any concerns the architect has about the water tightness of the footprints under the units. E Lachapelle stated that, since the curbs are hollow, the plan is to put a membrane on the roof deck within them. Wood

blocking would be used in the spaces between curbs to connect them. Waterproofing would then be used all around the connected curbs. R LaFleur stated that this waterproofing plan was presented at the prep meeting without any issues being addressed by the State. E Lachapelle stated that the specs for waterproofing the footprints under the units would not cause any problems with the roof warrantee. It will be for the entire roof.

J Hayden asked R LaFleur to address the State reimbursement percentage. He replied that the percentage is the result of a formula which analyzes all relevant data about the Town and the project. The Town's current reimbursement number is 40.71% which is lower than originally estimated by the State. How much reimbursement money will depend on how much is bid for the project.

Going out to bid first depends on the State giving a project number. After that is issued, E Lachapelle will produce paperwork to be signed by all the relevant parties in a particular sequence which they will manage. Then they will meet one more time with the State for a final review. While the project time will be different for each school, final approval will be sought for both roofs at this meeting. The meeting has been optimistically scheduled for April 9, 2019. If the meeting goes well, the State will issue a letter stating that the project can go out to bid.

- b. Project Update – roads, roofs, air conditioning** – J Hayden reviewed a handout concerning the paving project. The work at Town Hall/Ambulance Barn and Center Street will begin on April 15, 2019.
- c. Project Timeline Review** – R LaFleur stated that if the project number is given April 1 or 2 as expected, and all the other factors are accomplished along the previously discussed sequence, the project for the school roofs is about two weeks behind schedule. The main body of the work will take the entire summer, weather permitting, with finishing work extending beyond that.

J Hayden asked about the roof project for the Town Hall campus buildings. R LaFleur stated that due to the departure of the Town Facilities Manager and the acting manager getting up to speed at the job, there was a delay in acquiring the needed original plans for these buildings. However, once the Town building department became aware of the need, they provided all the building plans from its archives.

These project specs and plans, which do not require State approval, are being created now. An in-depth review of these documents by the Building Committee will be essential. When they are approved by the relevant parties in the Town, the project will go out to bid.

- d. Next Meeting Date** – 7:30 pm on April 11, 2019 at the Town Hall Meeting Room.

7. PUBLIC COMMENT – none

8. ADJOURN – J Ziobro made a motion to adjourn the meeting at 8:20 pm. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk