

Town Building Committee
Regular Meeting Minutes
November 19, 2020
Via ZOOM

Present: Ray O'Connor, Chairman
Tim Hagen
Abe Fisher
Dean Fiscus
Jerry Fortier
Gene Carini

FILED

NOV 23, 2020 AT 1:53 AM/PM
Broke Hagen ATC
EAST LYME TOWN CLERK

Also Present: William Silver, Architect
Mike Finkelstein, Chief of Police
Brian Cleveland, Architect
Marc Salerno, Ex-officio Elementary School Projects
Marianna Stevens, Finance Director of the Board of Education
Paul Dagle, Ex-officio Public Safety Building
Jeff Newton, Superintendent of Schools
William Cornelius, Clerk of the Works
Christian Lund, Director of Facilities

Chairman O'Connor called the Town Building Committee November 19, 2020 meeting to order at 6:03 p.m. The Pledge of Allegiance was observed.

I. APPROVAL OF MINUTES

October 15, 2020. Mr. O'Connor asked for additions, deletions or corrections to the October 15, 2020 Town Building Committee Regular Meeting Minutes.

MOTION (1): Mr. Fiscus moved to approve the October 15, 2020 Town Building Committee Regular Meeting Minutes, as presented. Seconded by Mr. Fisher. (6-0) Unanimous.

October 29, 2020. Mr. O'Connor asked for additions, deletions or corrections to the October 29, 2020 Town Building Committee Special Meeting Minutes.

MOTION (2): Mr. Fiscus moved to approve the October 29, 2020 Town Building Committee Special Meeting Minutes, as presented. Seconded by Mr. Fisher. Messrs. Hagen and Fortier abstained from voting. (4-0-2) Motion carried.

2. PUBLIC COMMENTS. There were no public comments.

3. CORRESPONDENCE. Mr. O'Connor reported he received a letter from the Town Clerk regarding requirements for boards and commissions.

4. OLD BUSINESS. There was no discussion of old business.

5. NEW BUSINESS

Elementary School Project

Change Orders. Mr. O'Connor reported the Flanders Elementary School roof was damaged due to birds pecking on the insulation. Three bids were received in the amounts of: \$6,895, \$7,480 and \$7,500. The low bidder was Elite Roofing.

MOTION (3): Mr. Hagen moved to approve a Purchase Order to Elite Roofing to repair Flanders Elementary School roof in the amount of \$6,895. Seconded by Mr. Fortier. (6-0) Unanimous.

Mr. Salerno asked do you anticipate that this condition may happen again? Dr. Hagen replied it should not. Once the top layer is on it should be ok. Mr. Silver reported at the Crystal Mall birds also got into the insulation. A fabric mesh was placed over the membrane and it did help. Dr. Hagen felt we need to keep an eye on it.

There is a problem with the Lillie B. Haynes paging system. Mr. Lund reported this issue has been recurring. We will eliminate the old wiring and isolate individual zones, rather than having one building with one zone. Mr. O'Connor asked if this is a safety issue? Mr. Newton felt it is a disruption for students. Voice of New England can repair it for a cost of \$6,272.

MOTION (4): Mr. Fisher moved to approve the proposal from Voice of New England to repair the paging system at Lillie B. Haynes in the amount of \$6,272. Seconded by Mr. Fortier. (6-0) Unanimous.

Mr. Lund reported we approved funding for the wiring for the deluge system at LBH stage. A panel on the wall was removed. A new panel is needed. EMCORE estimated the cost to be \$7,500.

MOTION (5): Dr. Hagen moved to approve \$7500 to add a panel on the wall for the Lillie B. Haynes staging system. Seconded by Mr. Fisher. (6-0) Unanimous.

Mr. Lund reported the Haynes gym floor needs to be refinished. Mr. O'Connor informed him \$33,000 has been encumbered for that.

Bill Payment. Mr. Lund reported RZ Design Associates, Inc. prepared bidding documents for the Lillie B. Haynes boiler. Mr. Lund received a building permit. The boiler is expected to be delivered by December 1. The work should begin within two to three weeks after it is delivered.

Mr. O'Connor asked for an update on paving. Mr. Lund replied he is waiting for a call back.

Invoice#20841, dated October 5, 2020 was received from RZ Design Associates, Inc. for \$450.

An invoice dated October 14, 2020 was received from EMCOR Services for a sub-panel in the amount of \$2,549. Mr. Lund reported this is for potentially future radiant heat.

A bill dated November 2, 2020 was received from TC Landscaping in the amount of \$2,400 for trees at Niantic Center.

Bills received from Limelight Productions, Inc. for Flanders Elementary School in the amount of \$6,249; Invoice #708902, dated November 2, 2020 for Lillie B. Haynes in the amount of \$32,571 and bill dated November 2, 2020 for Niantic Center School in the amount of \$5,909. These bills were in the budget.

Four bills were received for furniture for Flanders Elementary School in the amount of \$42,941.08 and \$17,865, for Lillie B. Haynes \$74,184.55 and for Niantic Center School for \$74,263.75. These bills were all accounted for in the budget.

MOTION (6): Mr. Fisher moved to approve the bills, as presented. Seconded by Mr. Carini. (6-0) Unanimous.

Committee member Dr. Hagen left the meeting.

Public Safety Building

Architect Report. Mr. Silver reported submittals are being worked on. The floors are in the process of being done. Major demolition work will be completed tomorrow. The trenching will begin next Tuesday. Next week the electrician will be on site. Johnson Control will work on the roof with Base Mechanical, Ed and Bill (Noble employees) are working together on mapping out the thickness of the gypsum board. Ed feels there is not enough insulation on the walls. Some tiles are popping up due to dampness. We will have bi-weekly site meetings, after the subcontractors have their meeting with Ed. The schedule is shaping up.

Contract Administration Change Order. Mr. O'Connor reported we have received a change order from Silver/Petrucci & Associates for expanded contract for administration and additional site visits. The net add is \$20,378. They will be on site every two weeks. We decided it was appropriate.

MOTION (7): Mr. Fisher moved to approve the Change Order from Silver/Petrucci & Associates for an expanded contract for administration and site visits in the amount of \$20,378. Seconded by Mr. Fiscus. (5-0) Unanimous.

Mr. O'Connor reported we received a bill from Silver/Petrucci & Associates for work they did during the referendum approval. It has been approved by the First Selectman for an amount of \$9,719. The work has been completed. Silver/Petrucci & Associates submitted a bill for construction administration and a civil permit. This invoice covers services that Mr. Dagle and the Vision Committee have approved. The work was for wetlands delineation and soils report and was never encumbered. There was a smaller permit application for \$500.

MOTION (8): Mr. Fiscus moved to approve payment to Silver/Petrucci & Associates for additional referendum work and construction administration in the amount of \$10,305.45. Seconded by Mr. Fortier. (5-0) Unanimous.

Mr. Dagle stated this will come out of contingency.

The schedule shows the project will be completed in June. Mr. Silver agreed to discuss this with Mr. Noble. It looks like they will be working on holidays and some Saturdays and Sundays. Mr. Cornelius added they will not be working on Thanksgiving nor the day after Thanksgiving. The schedule will need

to be adjusted. They are doing very well and not meeting a lot of obstacles. Mr. Cornelius does not believe they will be working on Saturdays and Sundays. The schedule will be adjusted every other week. Mr. Silver stated Saturdays and Sundays are on the second page. Mr. Fortier felt the schedule was not programmed well. Mr. O'Connor stated the end date is more important. This is just a draft. Mr. O'Connor expressed concern that the roof top will not be completed until April. Mr. Cornelius stated the roof will be cut open and the air handling and roof patches will be all done at once. He would like to use one crane for the entire work.

Mr. O'Connor reported he received a letter from Chief Finklestein regarding communications and IT. Mr. O'Connor showed the breakdown of vendors bids. Ms. Johnson, Finance Director had no problem with it. Chief Finklestein stated the phone system will be expanded. We will go out to bid. The Vision Committee has explored this for some time. There are enormous pieces in what the contractor is going to provide. Coordination is taking place. We have several pre-meetings to make sure everyone is on board. We will coordinate the timing of this. Star Computers and Utility Communications will work with the vendor the contractor has selected. This identifies a brief overview of the scope of the work with each of these vendors. Star Computers is taking another hard look at what is being provided in the building. Mr. O'Connor previously discussed a meeting between these contractors and Nobel's electrical contractor. Chief Finklestein stated they have met with Mr. Cornelius. The state fiber timing is an issue. As soon as a Purchase Order is issued Star Computers will move forward. The time frame of Crown Fiber is looking at their timetable Purchase Order by the end of the year and AT&T feels it will be 2021. One thing that was pointed out was the only cost is for trenching for the fiber. Crown Fiber is trying to coordinate a meeting to take a look at how we can help to get the fiber into the building. We will work with Public Works to determine if we have to go out to bid. Mr. O'Connor stated there are two points of demarcation for fiber to come into the building. We need two separate places where fiber comes into the building. It has to be dedicated to do that. Chief Finklestein felt the best way is to get in is from the street. He had discussions with Bill Mulholland and Land Use. We will be able to see how this fiber runs. Mr. Fortier asked what are the operation requirements you will have to receive from Crown. They stated there are two separate points. Mr. Fortier stated it matters whether there are two trenches. Mr. O'Connor originally talked about running a new line from the Police Station. Chief Finklestein reported the State Police Department connects to the fire house and town hall. We had a lot of negotiations on what is the state and town's responsibilities. The state fiber is difficult to move and they have their vendor for the fiber. The cost we have to incur is \$12,000, which is less than we originally thought it would be. He added the state has worked very well with us. Mr. O'Connor added it looks like you have a handle on it. Mr. Cornelius stated it is very crucial to determine the situation. We don't want two cables coming into the mechanical room. We might need fiber coming into the building. Mr. O'Connor felt it might be necessary to trench the driveway and along the road. Mr. Cornelius felt we need to do a water tap. Trenching can be done at the same time. Mr. Cleveland stated we left \$43,200 as the well system was to be as it was. We are maintaining the well system currently. Mr. O'Connor reported it was never contracted or designed but it is in the budget. Mr. Dagle stated it was never intended to be Nobel's work. We need to go out to bid and validate what needs to be done. Mr. Dagle will speak with Mr. Nickerson.

Mr. O'Connor reported we have three Purchase Orders to be issued. Utility Communications for \$304,834; Star Computer for \$120, 385 and Crown Fiber Cable for \$12,000. These expenses were accounted for in the project budget.

**MOTION (9): Mr. O'Connor moved to approve the purchase orders as presented.
Seconded by Mr. Carini. 5-0) Unanimous.**

Mr. O'Connor asked Chief Finklestein to get together with Anna Johnson, Finance Director regarding the issuing of the PO's.

Mr. Cornelius stated before we can have an IT meeting Gerry Lapine and an individual from the data company were there today. Mr. Lapine has not selected a camera man. Three bids will be coming in. Mr. O'Connor asked is that under Mr. Lapine? Mr. Cornelius stated we subcontracted the fire alarm to Communications Cable. Mr. O'Connor stated the coordination meeting doesn't have to happen until February. Mr. Cornelius felt it may be held in December. Chief Finklestein stated the sooner the better. The complex thing about this project is that it is under one package. The monitoring of the camera has to interface with the town and dispatch. Doing it sooner than later is better. Chief Finklestein stated they are independent but need to interface. Who will coordinate with Chief Finklestein and Mr. Silver? Mr. Cornelius reported he spoke to Jerry when he selected the subcontractors. Mr. Cornelius added we need somebody from Silver/Petrucci & Associates too. Mr. O'Connor asked did you get bids from the testing lab? Mr. Silver replied he did not. We received one bid. Mr. O'Connor asked to see the bid. Mr. O'Connor asked if it is necessary to have Builder's Risk Insurance. This is an existing building and the owner has its own fire insurance. Mr. Silver stated you have labor bonding covering that. As long as the town has building insurance it should be adequately protected. Mr. O'Connor stated our insurance agent is wondering why we don't have it. Mr. O'Connor stated its not in anybody's contract and its not in the budget. We have owner's insurance. Does the contractor carry it or does the owner carry it? This will be discussed at a later time after we get a bid from insurance. Mr. Cornelius asked when is the first time we see Steve June? Mr. Silver replied next week. Mr. Cornelius asked for the name and address of the electrical engineer. Mr. Silver replied Gary Clare. His address is at Silver/Petrucci & Associates.

Noble Report. There was no report.

Clerk of the Works Report. Mr. Cornelius reported he sent Mr. O'Connor a report on the last seven or eight days. Beginning last week, we received filling for the building. We decided to meet with the Chief Fire Marshal, Julie Wilson and Joe Bragaw and expressed our concerns. The fire alarm was not being monitored in any way. Ron Wadsworth found out it was being transmitted by the Central Station. There was no information. Honeywell cancelled the monitoring but not the phone lines. We can get it back on line. Wadsworth will install a cellular transmitter and have it go to USA Center Station. I met with the Chief Finklestein and spoke about getting the furniture out of the way of the builders. Apparently Public Works will try to do it on rainy days. Perhaps we should pay a small moving company rather than have Public Works handle it without proper equipment. Conditions at the job site are excellent. They have done much clean work as far as the demo. They cut out 4X4 deep in the bathroom to discuss a plumbing junction. There is a lot of wiring that needs to be brought to code. Mr. O'Connor stated as far as moving furniture it is best not to have a town employee do it. We are unable to schedule them. Mr. Cornelius agreed to obtain quotes. Chief Finklestein felt Honeywell left a good number of pieces of furniture in the building. This was not accounted for. We need to find an option. The Vision Committee's moving costs and what is entailed in other costs will be coming in moving furniture. Mr. O'Connor reported we have \$10,000 in the budget for moving furniture. Chief Finklestein stated we have furniture stored out of town. Mr. Cornelius added we are working to identify the minimum amount of furniture that will have to be removed. We might be able to use an area in the Sally Port for storage. We don't want to wait until the last minute. Mr. O'Connor felt it may be possible to use contingency. Mr. Cornelius agreed to work with Chief Finklestein on obtaining quotes. Mr. O'Connor stated he can authorize \$10,000 without Town Building Committee approval. Mr. Silver stated Jennifer will begin putting together designs and review them with Chief Finklestein. This might include wide chairs. She will

get the specifications out and bring them back to this Committee. Mr. Cornelius showed the furniture layout to Jennifer. Mr. Silver stated the Vision Committee was committed to \$22,248. Mr. Dagle felt it doesn't make sense to move the furniture before the trenches. Mr. Cornelius stated it may not be that much of a problem to go back to the warehouse. We can go out the front door or back warehouse. Mr. O'Connor suggested Norm Wood. Mr. Fisher felt a moving company would be better. Mr. Cornelius suggested considering two movers with a truck. He agreed to check with them and get back to Chief Finklestein. It was felt it is important to make sure the movers have insurance in the event something is broken. Chief Finklestein felt we need to move it fairly quickly. We need someone that is established and insured. Mr. Cornelius stated we moved PPE today. Mr. O'Connor suggested Tony Bigeon. Mr. Cornelius agreed to obtain information and report back. Mr. Cornelius expressed concern over the fire alarm system. Mr. O'Connor reported he received a proposal from Integrated Security Solutions, LLC to hook up the fire alarm system for \$900. Mr. Cornelius stated in that quote a transmitter is being used in the Public Safety Building for nine months until it is monitored by Dispatch.

MOTION (8): Mr. Fortier moved to approve the payment of \$900 to Integrated Security Solutions, LLC. Seconded by Mr. Fisher. (5-0) Unanimous.

6. PAYMENT OF BILLS. There were no additional bills.

7. ITEMS FOR FUTURE AGENDAS.

2021 meeting schedule.

The next meeting will be on December 17 at 6 p.m.

8. ADJOURNMENT.

MOTION (9): Mr. Fortier moved to adjourn the November 19, 2020 Regular Meeting at 7:30 p.m. Seconded by Mr. Fisher. (5-0) Unanimous.

Respectfully submitted,

Frances Ghersi, Recording Secretary