

TOWN BUILDING COMMITTEE
REGULAR MEETING MINUTES
NOVEMBER 18, 2021
VIA ZOOM

Present: Raymond O'Connor, Chairman
Dean Fiscus
Jerry Fortier
Gene Carini
Abe Fisher
John Rhodes

FILED

Nov. 22, 20 21 AT 8:51 AM/PM
Brooke Horvath ATC
EAST LYME TOWN CLERK

Absent: Tim Hagen
Tom Como

Also Present: Steve Way, Building Official
Anna Johnson, Town Finance Director
John Way, Fire Marshal
Steve June, Architect
Ed Noble, Noble Construction
Brian Cleveland, Architect
Marc Salerno, Ex-officio

CALL TO ORDER. Chairman O'Connor called the Town Building Committee Regular Meeting of November 18, 2021 to order at 6:00 p.m.

1. **PLEDGE OF ALLEGIANCE.** The Pledge of Allegiance was observed.
2. **APPROVAL OF MINUTES.**
October 21, 2021. Mr. O'Connor asked for additions, deletions or corrections to the October 21, 2021 Town Building Committee Regular Meeting Minutes.

See attached corrected minutes.

MOTION (1): Mr. Fortier moved to approve the October 21 2021 Town Building Committee Regular Meeting Minutes, as amended. Seconded by Mr. Fiscus. Messrs. Carini, Fisher and Rhodes abstained from voting. (3-0-3) Motion Carried.

3. **PUBLIC COMMENTS.** There were no public comments.
4. **CORRESPONDENCE.** A Memo dated October 29, 2021 was received from the Town Clerk regarding meeting information.

Mr. O'Connor informed Messrs. Rhodes, Fisher, Fiscus and Fortier that their term will expire soon.

5. NEW BUSINESS.

Elementary School Project. There was nothing to report on the Elementary School Project.

Public Safety Building.

Architect Report. Mr. June reported he has been in contact with Mr. Noble every other day. Their engineers are going over the punch list items at the job site. The electrical and mechanical staff will go over the punch list items. The civil engineer will also be at the site.

Mr. June walked the site with an Eversource representative for 45 minutes. She will send out her report on the rebate next week.

We are waiting for Mr. Noble to have the floors waxed. The contract states to have five coats of wax on the floors.

Mr. O'Connor asked if there has been training for the HVAC unit? Mr. Noble replied he is working on a schedule with Mr. Bragaw.

Mr. O'Connor asked when will the lighting test be done? Mr. June replied the electrical engineer will be at the site after dark. John Way will need to be there. John Way asked to have notice.

Noble Report. Mr. Noble was not present at this time. GAF will put down test strips on the roof. The area has been tested using both the old chemical and new chemical. When using the old chemical, we obtained 2.1 lbs. and with the new chemical we obtained 4.2 lbs.

New Roof Schedule. Mr. Cleveland stated Steve Way did thermal scans. We needed to understand whether there was trapped moisture. The thermal imaging showed the number of wet areas across the surface of the roof. It will need to be replaced. The actual product cost is needed. We found out as of yesterday the insulation is coming in the first week of December. We are ready to do the full roof replacement. Mr. Noble indicated we can get it done before Christmas. As part of the thermal imaging a couple of other things need to be addressed while they are on the roof. We identified the roof drains that need to be replaced. We have addressed all those issues. Mr. O'Connor asked if there are only two roof drains? He was informed there are. They have been plugged or at least partially plugged. Mr. O'Connor stated the storm was significant. Mr. June stated it showed on the inside of the building. Mr. O'Connor stated a video showed the leaks. One was in the IT room. Mr. June felt the AC unit condensate drain was not pitched properly. Mr. O'Connor asked if he thought any came from the masonry walls? Mr. Cleveland replied based on the video we saw it is either coming through the roof edging or coming in over the top of the windows. Because of the way this building was put together some areas will need a water proofing membrane. Steve Way stated the building is 40 plus years old. It will be done at some time. Much water is getting in on the top. It is a good idea to seal it. The roof is the first priority. Mr. O'Connor felt waterproofing is a separate item. Steve Way felt it is a maintenance item.

Punch List. Police Chief, Fire Marshal and Building Official Steve Way felt there are a number of punch list items in communications that needs to get to the Dispatch Center and Chief Finklestein in the next week or so. There are other concerns in the rest of the

building. After the light test we can allow the Police in. Some signs need to be corrected for ADA compliance. Mr. O'Connor stated the Dispatch Center will occupy the building first. John Way can also move in. They need to know how to operate the locks. Then the Police Department can occupy the building. Mr. O'Connor asked who is coordinating with the mover? He was informed the Chief Finklestein. John Way stated we have three desks and filing cabinets. We need data and to be able to connect to the internet. John Way stated he needs to know if the fire alarm system replacement modules have been installed? Mr. June agreed to check on that.

Mr. Nobble joined the meeting.

Steve Way reported the elevator testing will take place after the emergency generator defective commutator is installed. Mr. Noble stated the part is expected to arrive before Thanksgiving. Mr. O'Connor felt this was a manufacturing error. Mr. Noble agreed.

Steve way stated a partial Certificate of Occupancy will be issued for John Way to move into his office. Mr. Noble asked what is holding up a full Certificate of Occupancy? Steve Way replied the generator needs to be up and running. The Dispatch Center needs to be up and running. Then the police can occupy the building. Emergency lights will be done a few weeks later. There will be a three-phase approach. We need a written protocol out to get the locked up out. John Way stated we need fire-stopping above the ceiling in the Dispatch Center and Room 137. Mr. Noble asked for a location, and he agreed to take care of it. John Way added outside of Room 137 and the Dispatch Center a fire shutter is needed on a wall that should be fire-rated. Mr. Noble agreed to take care of it. John Way added hardware is needed for a door. Mr. Noble stated it is on order and should be here this week. Steve Way stated there are small miscellaneous items. Mr. Noble stated all keys have been turned over to Chief Finklestein. Steve Way stated maintenance was unable to get in the building. Those are punch list items. Mr. Noble stated certain rooms do not need keys. The Dispatch Center furniture has been moved in. The emergency lighting test is a larger item. He is not worried about the locks and keys. Mr. O'Connor stated IMTL is supposed to do a final fire stopping inspection. Steve Way stated they did come out last week, but they need to prepare a final report. John Way stated we will start using the building. We have fire doors that should be closed. They do have keys. Mr. Noble stated two master keys are outstanding. All keys have been turned over. John Way added cabinets are needed for the fire alarm records. Mr. Noble stated we did not supply cabinets. Mr. Cleveland asked who supplied the fire alarm? Mr. Noble replied it is in the LePine contract. There was not supposed to be a panel. Mr. Cleveland felt it should have been included in the new fire panel. We went to the supply house and took the last one they had. John Way stated we need one. It is in the code. Mr. Cleveland stated there are no specifications for a fire alarm system. Mr. Noble asked Mr. Cleveland to let him know what the cabinet looks like. John Way stated we have photo of it in our office. He asked that Mr. Noble go through the rest of the list. We want to make sure we can get the information to Mr. Bragaw. Mr. Noble agreed to take care of that. Mr. O'Connor asked how does the second-floor look? Steve Way stated we have some issues to work out. We are looking at laminated signage. Mr. O'Connor informed him Signcraft is doing the exterior signage and road sign. Steve Way stated we have been without street signs for a while. Steve Way is working with Mr. Mulholland to be sure there are no zoning issues. Mr. O'Connor reported Chief Finklestein would like to purchase TV monitors for the

dispatchers in the amount of \$4,752 out of the communications budget. Mr. O'Connor has given him a verbal ok.

MOTION (2): Mr. Fortier moved to approve a purchase order for TV monitors for the dispatchers in the amount of \$4,752. Seconded by Mr. Fiscus. (6-0) Unanimous.

Budget Review Mr. O'Connor reported there is \$16,000 left in the roof budget and approximately \$5,000 in the communications budget.

Ms. Johnson stated with regard to the roof, we will need a Purchase Order to Silver & Petrucelli in the amount of \$6,443.95 for contract administrative work to be done for installation of the roof. This was not in the original contract. Steve Way reported we fast tracked and looked at alternatives and options for unspent funding for the roof. Mr. O'Connor added there remains \$10,000 in the roof budget. Mr. Noble stated we do not anticipate any areas on the deck that shows heavy rust, but some money should be set aside, if needed.

Mr. O'Connor reported roof drains might need replacement. Steve Way felt they need to be replaced. Mr. O'Connor added this will be an extra cost. Steve Way stated the old fan and access hatch will be removed and patched over. Mr. Noble stated at this point we do not anticipate there is any major problems. Steve Way stated in the corner of the Fire Marshal's Office water has been noticed.

Change Orders. Mr. June reported PCO-N58r is needed for bond adjustment in the amount of \$7,636. Mr. Noble had to adjust his bond for added items. Mr. Noble updated to the last change orders. Mr. O'Connor stated it has been included in the updated budget summary. We will need a statement from the bonding company. Mr. Noble reported it will be done by the bonding company.

Mr. June informed the Committee PCO-N73 is required per code. The existing door in the switchgear room swings out. The existing frame cannot be reused. We need a new frame. Steve Way asked what is B and C? Mr. Noble stated it is a function on the doors that do not want locks. On some of those doors that was B and C change order to the exterior door. Mr. Noble stated the other came up with Chief Finklestein as to the doors.

PCO-N73. For replacement hardware for doors.

MOTION (3): Mr. O'Connor moved to approve PCO-N-73 as submitted in the amount of \$3,786.90. Seconded by Mr. Fisher. (6-0) Unanimous.

Mr. Noble reported these are already on order. Mr. O'Connor reported the middle door on the first floor is not working. Mr. Noble stated one lock is not functioning. Builder's Hardware will replace it with no charge.

PAYMENT OF BILLS. Mr. O'Connor reported on the following bills:

1. Invoice No 4141293, dated July 13, 2021, from EATON in the amount of \$11,729.34.

2. Invoice No. 4141292, dated July 13, 2021, from EATON in the amount of \$13,783.62.
3. Invoice No. 4141294, dated July 13, 2021, from EATON in the amount of \$11,729.34.

All of these bills have been approved by Chief Finklestein.

4. Invoice #967443, dated November 1, 2021 was received from Crown Castle for electrical work in the amount of \$1,000. This bill has been approved by Chief Finklestein.
5. Invoice #4941-H dated October 11, 2021 from IMTL for firestopping inspection in the amount of \$290.

**MOTION (4): Mr. Fisher moved to approve the bills, as submitted.
Seconded by Mr. Carini. (6-0) Unanimous.**

ITEMS FOR FUTURE AGENDAS. The next meeting: December 16, 2021. The Agenda will include this Committee's 2022 schedule of meeting dates and its 2022 budget.

It was suggested that the December meeting be at the Public Safety Building. Mr. O'Connor asked who will unlock the building? John Way agreed to. The meeting will be held in the second-floor conference room. Steve Way agreed to make sure we will have what we need. John Way will work with Ron Bence on emergency lighting to the stairway. Mr. Noble was pleased that Frank Ellsworth gave the fire alarm documentation. It will be forwarded to Mr. Cleveland.

MOTION (5): Mr. Fortier moved to adjourn the Town Building Committee Regular Meeting of November 18, 2021 at 7:10 p.m. Seconded by Mr. Fiscus. (6-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary