

Permanent Building Committee
Minutes
June 9, 2015

Call to Order:

A regular meeting of the Permanent Building Committee was held on Tuesday, June 9, 2015 at 7:00 p.m. at the Library Community Room. The meeting was called to order at 7:00 p.m. by Chairman Peter Viola. Members in attendance were Pete Viola, Ed Sbordone and Jim Cunha. Arlene Fagans, Recording Secretary.

Guests- Linda Fox, Gail Lehman, Susan Chapman, Tony Iadarola and Tom Hughes

Appointments: None

Public Comment: None

General Correspondence:

- Peter Viola presented a Letter of Transmittal from A. Secondino regarding Certified Payroll to the PBC. After discussion, it was decided that Tony Iadarola and Tom Hughes, Clerks of the Works, would assume the responsibility for verifying the payroll. However, this responsibility was not a part of the original scope and will require further compensation. This cost will come from the contingency set aside for Professional Services.
- Tony Iadarola submitted a letter to the PBC, dated June 7, 2015, with an accounting of work done to date. A lot of time was spent doing pre-construction work, this was unanticipated and also not a part of the original scope when the original fee for the Clerks of the Works was calculated.

Approval of Minutes:

MOTION: Jim Cunha made a motion to approve the minutes of the May 12, 2015 meeting. Ed Sbordone seconded the motion.

Vote: 3-0-0; all in favor.

Library Project: Tony Iadarola gave the PBC an update on the Library Project:

- They are in the final stage of putting Children's Library back together and opened back up to the public.
- The light fixtures are back ordered but will be coming in.
- There have been a couple of glitches with some beams that were in the way of venting ductwork, but that has been dealt with.
- Dampers needed to be replaced on the fan units.
- The rear addition elevator shaft is well on it's way.
- The chiller is here and they are planning to install the pad next week.
- They gave the contractor a couple of owner generated change orders, such as replacing the existing carpeting to new vinyl plank flooring. Additional cabinet work has also been requested by the Owner at a cost of approximately \$9,000.00. There may be additional funding by Friends of the Library that can be put forth to offset that cost.
- Tony Iadarola prepared the PBC that there are some potential change orders that may come through. (Mr. Iadarola has the authority to approve change orders up to a certain amount as agreed upon.)
- The windows in the Community Room are scheduled to be replaced, but the casement for the windows are not supposed to be replaced. However, there is a concern that during replacement the paint may chip and due to the age of the building it is possible that one of the presently encapsulated layers of paint on the casement may contain lead. Therefore, that will need to be looked into and may necessitate a change order.
- They need to connect a new water line to the Library building, however no one can locate the existing service. The service listed on the As-Built is dead. Mr. Iadarola suggests that they connect a separate water service dedicated to the Library. Currently the water service comes through the Town Hall building, across the parking lot and somehow comes into the Library, but nobody knows where it comes in. Therefore there will likely be a change order in the amount of approximately \$1,000.00 to individually tap the water main outside and run a new water service directly to the Library.
- The contractor has been advancing on some other building sections that he wasn't scheduled to be in at this point, but with Linda Fox's permission if he is able to access areas he is advancing the project wherever he can.
- Mr. Iadarola stated that the coming week will be extremely hectic with a lot going on. They have crammed a lot more work into the contractor's schedule without giving him an extension of time to do the work. The contractor has given a little push back on that but he still needs to do the work with in the original time frame that was allotted for the project. We are still on schedule to open the Children's Library up on June 23, 2015 as planned. The overall project is moving along very well.

Financial Report: Ed Sbordone distributed a Financial Summary of the Library Renovation Project to the PBC. He announced that an agreement has been made between the Town and the Library. The Library currently has their funds in long term C.D.'s, to protect the interest on that money they will pay their portion of the project's cost, totaling \$468,084.00, on a payment schedule. The first payment will be made on June 10, 2015 in the amount of \$246,000.00. The second installment will be made on August 2, 2015 in the amount of \$89,000.00. The balance will be paid in two payments in July and August of 2016.

INVOICES

MOTION: Ed sbordone made a motion that the PBC approve payment to Tony Iadarola in the amount of \$19,008.00 for Town Engineering Services for the period of December 1, 2014 to June 5, 2015, to be paid from the Engineering and Clerks of the Works contingency. Jim Cunha seconded the motion.

Vote: 3-0-0; all in favor.

MOTION: Ed sbordone made a motion that the PBC approve payment to Tom Hughes in the amount of \$6,540.00 for the period of April 8, 2015 to June 5, 2015 to be funded from the Engineering and Clerks of the Works contingency. Pete Viola seconded the motion.

Vote: 3-0-0; all in favor.

MOTION: Pete Viola made a motion that the PBC approve for payment Application #2 in the amount of \$254,334.00 to A. Secondino & Sons for services from May1, 2015 thru May 31, 2015 to be funded from Purchase Order #26777. Ed Sbordone seconded the motion.

Vote: 3-0-0; all in favor.

MOTION: Ed Sbordone made a motion that the PBC open a requisition and create a Purchase Order in the amount of \$360.00 to pay invoice #6072, dated April 21, 2015, in the amount of \$360.00, to Manchester Communications. Jim Cunha seconded the motion.

Vote: 3-0-0; all in favor.

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #8422, dated May 29, 2015, in the amount of \$1,546.00 to Test Conn to be funded from Purchase Order #26788. Jim Cunha seconded the motion.

Vote: 3-0-0; all in favor.

MOTION: Pete Viola made a motion that the PBC approve payment to Arlene Fagans, Recording Secretary, in the amount of \$89.20 for the period of May 1, 2015 thru May 31, 2015 to be funded from the PBC Town Budget.

Public Comment: None

The meeting was adjourned at 7:45 p.m. by Pete Viola.

Respectfully Submitted,

Arlene M. Fagans