

Permanent Building Committee
Minutes
September 22, 2015

Call to Order:

A regular meeting of the Permanent Building Committee was held on Tuesday, September 23, 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, Andre Lisee, and Ed Sbordone. Arlene Fagans, Recording Secretary.

Guests- Linda Fox, Gail Lehman; Tony Iadarola

Appointments: None

Public Comment: None

General Correspondence: None

Approval of Minutes:

MOTION: Pete Viola made a motion to approve the minutes of the September 8, 2015 meeting. Andree Lisee seconded the motion.

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

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

- Mr. Iadarola reported that the project is winding up.
- The interior punch list is being made. There is no major work left to be done inside, and only a handful of minor items to finish up.
- Next week the exterior punch list will be made and then work to close out the job.
- They are looking to receive a substantial completion letter from the architect in a week or two.
- Mr. Iadarola stated that the electrical switch out went great. Eversource and the electrician worked very well together for a smooth job.
- The new water system is in place and will be turned on this week.

- In the rear of the building the old siding is very brittle and does not match the new siding. Replacing this siding was not part of the original scope of the project. If finances allow the Town may want to consider replacing it, however if so it will unlikely that this contractor will be able to do it. If another contractor is used then the work would fall outside the scope of the State grant.
- Mr. Iadarola stated that the exterior concrete stairs on the driveway side of the building are in need of replacement. The existing contractor would be able to do this work and it would fall within the scope of the State grant. The PBC agreed that he should get pricing for this.
- The elevator has passed inspection and has been in operation for several days.
- There is also commissioning work left to do.
- First Selectman Susan Chapman announced that the grand re-opening is scheduled for Saturday, October 17, 2015 at 10:00 a.m.

Financial Report: Ed Sbordone distributed the Library Renovation Project Summary dated September 22, 2015 to the PBC.

INVOICES

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #6963 in the amount of \$318.00 to Card Member Services for refrigerator and microwave to be funded from Purchase Order #27473, and close out P.O. #27473.

Pete Viola seconded the motion.

Vote: 3-0-0; all in favor

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #XX47217 in the amount of \$2,725.00 to CDW, dated September 10, 2015, for phone and communication equipment to be funded from Purchase Order #27494.

Pete Viola seconded the motion.

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

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #X244819 in the amount of \$2,760.00 to CDW dated September 11, 2015 for phone and communication equipment to be funded from Purchase Order #27494, and close out P.O.# 27494.

Andree Lisee seconded the motion.

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

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #2216474 in the amount of \$252.05 to Mike Ellenberg of the Public Works Department for trees purchased from Planters Choice of Newtown, to be funded from the Library Project contingency.

Andree Lisee seconded the motion.

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

MOTION: Ed Sbordone made a motion that the PBC approve for payment the following invoices: invoice # SI-283269, dated 8/15/15 in the amount of \$849.99; invoice # SI-283260, dated 8/18/15 in the amount of \$459.99; invoice # SI-283230, dated 8/19/15 in the amount of \$795.00; invoice # SI-283219, dated 8/18/15 in the amount of \$1,395.02; for a total amount of \$3,500.00, to VOIP Supply to be funded from Purchase Order #27476, and close out P.O.

#27476. Pete Viola seconded the motion.

Vote: 3-0-0; all in favor

MOTION: Ed Sbordone made a motion that the PBC approve payment to the Town Engineer, Tony Iadarola in the amount of \$12,730.50 for \$172.5 hours of work at \$73.80 per his letter dated September 22, 2015 to be funded from the Library Project contingency.

Andree Lisee seconded the motion.

Vote: 3-0-0; all in favor

MOTION: Ed Sbordone made a motion that the PBC approve for payment invoice #14150-10 in the amount of \$1,211.84, dated August 20, 2015 to Lazarus & Sargeant to be funded from Purchase Order #24479.

Andree Lisee seconded the motion.

Vote: 3-0-0; all in favor

Public Comment:

- A discussion was had about the potential amount of money that may be left over when the project is completed. Mr. Iadarola speculated that there may be \$80,000 to \$100,000 left over. At the moment there is approximately \$144,000 left in the budget. However, there is still some work to be done, such as closeouts, the exterior concrete stairs, gutter heaters, training and a number of odds and ends. The project will close on time and under budget.
- Susan Chapman stated that the major components of the project, such as the electrical switch-out, new HVAC system and the installation of the elevator all went along flawlessly because of the hard work and competence of Tony Iadarola and Tom Hughes. She stated that they have done a remarkable job and thanked them.

- Gail Lehman noted that she has heard a lot of positive comments as well.

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

Respectfully Submitted,

Arlene M. Fagans