

Joint Facilities Committee

Thursday, April 11, 2024

6:00pm DPW Conference Room

1. Call to Order

6:15pm

2. Roll Call

Present: Jim Nasuta, Doug Finger, Bethany Ouellette, Gina Cekala, Peter Jonaitis, and Doug Maxellon. Also present was Fred Gerber.

Absent: Tim Neville, Tina LeBlanc, Scott Ryder, Bob Cressotti, Joe Muller and Charlotte Riley.

3. Approval of Minutes – None.

4. Special Guests

None.

5. Unfinished Business

A. Transfer Station Ramp

Fred Gerber shared that the contractor that was supposed to install the ramp bailed out a couple weeks ago. DPW decided to go pick up the ramp and install it themselves. The piers for the ramp were already in place. We are 99.9% done with the project except for the fact that we were one foot short, they are making it now. In the meantime, there is a temporary piece in its place so it can be used now. There will be a change order for the concrete pad and ramp assembly, it is being negotiated. Paving has been completed and grass seed has been planted.

B. Update on Roofs

Alcorn - Fred Gerber reported that we are still waiting on a project number for the Alcorn roof, it was submitted to the state on February 9, 2024. Once the work is started it will take a couple months to complete. Once we get the letter the state will tell us which forms are needed. Once out to bid, standard bid time is about a month. Library – Fred Gerber shared that the design is 100% complete. He got the project manual and there was very minimal that he requested. Once he gets the docs back, he will set up a site visit. It is being done by Silver Petrucelli. This roof will need to be taken all the way down to the metal decking before the new roof can be done.

Police Department – Fred Gerber stated that the design for this project is 25% complete. This is being done by Russell & Dawson. The gutters all need to be redone for this project. For this roof the shingles will be taken off and be put right back up, no need to strip it down to the decking like the library roof.

Fred Gerber reached out to the following contactors, and they are all interested in the library and police department.

Silktown Roofing
Macri Roofing
Eagle Rivot
AVT Construction

Parkman- Fred Gerber stated that Silver Petrucelli did a site visit on April 5, 2024. They are working on the design.

6. New Business

A. Acceptance of Invoices

A motion was made by Gina Cekala to approve Invoice 23027-i1 from Russell & Dawson dated 6/3/23 for \$5,104.00 for Alcorn, for site investigation and a partial payment for construction drawings and bidding documents. The motion was seconded by Doug Finger, and all were in favor.

A motion was made by Doug Finger to approve Invoice 23027.01-i2 from Russell & Dawson dated 8/11/23 for \$3,712.00 for Alcorn, a partial payment for construction drawings and bidding documents. The motion was seconded by Gina Cekala, and all were in favor.

A motion was made by Doug Maxellon to approve Invoice 23027.01-i3 from Russell & Dawson dated 2/7/24 for \$3,944.00 for Alcorn, for a partial payment for construction drawings and bidding documents and a partial payment for the grant application. The motion was seconded by Gina Cekala, and all were in favor.

A motion was made by Gina Cekala to approve Invoice 1240973 from Eagle Rivot Roof Service Corporation dated 3/22/24 for \$781.36 for the library, for test cuts on the shingled roof and cleaned and patched the area. The motion was seconded by Doug Finger, and all were in favor.

A motion was made by Gina Cekala to approve Invoice 0259404 from Fuss & O'Neill dated 3/26/24 for \$3,924.79 for the library, for asbestos roof inspection, including inspection, samples, labor, and report. The motion was seconded by Bethany Ouellette, and all were in favor.

A motion was made by Doug Finger to approve Invoice 23-1610 from Silver Petrucelli dated 12/1/23 for \$300.00 for the library, for partial design payment. The motion was seconded by Doug Maxellon, and all were in favor.

A motion was made by Bethany Ouellette to approve Invoice 24-116 from Silver Petrucelli dated 1/15/24 for \$600.00 for the library, for partial design payment. The motion was seconded by Gina Cekala, and all were in favor.

A motion was made by Doug Maxellon to approve Invoice 24-292 from Silver Petrucelli dated 2/1/24 for \$6,780.00 for the library, for balance on design payment and 90% of the construction documents amount. The motion was seconded by Bethany Ouellette, and all were in favor.

A motion was made by Gina Cekala to approve Invoice 24-314 from Silver Petrucelli dated 3/1/24 for \$260.00 for the library, for 5% more towards the construction documents amount. The motion was seconded by Doug Maxellon, and all were in favor.

A motion was made by Gina Cekala to approve Invoice 24-315 from Silver Petrucelli dated 3/1/24 for \$1,487.39 for Parkman School, for 10% of the site investigation amount. The motion was seconded by Bethany Ouellette, and all were in favor.

A motion was made by Bethany Ouellette to approve Invoice 23027.02-il from Russel & Dawson dated 4/5/24 for \$4,400.00 for the police department, for the full amount for site investigation and 25% of the construction drawings and bidding documents. The motion was seconded by Doug Finger, and all were in favor.

B. Hazardville and Eli Whitney Roof Update

Fred Gerber stated that we needed to get the cancelled checks for proof that we paid Hibbard & Rosa. The request for final payment for both has been submitted. The Core CT password has timed out and we need to wait for Kathy Zalucki at Central Office to reset the password next week when she returns to the building after Spring Break.

C. Roof Referendum Schedule

Alcorn will depend on if the work can be done with people/school program in the building.

The Library and the Police Station should get done this summer starting in June if all goes well and the Town Council approves the bid waiver.

The Annex design will get started once the Library and Police Department are done. Russell and Dawson are doing the design for the Annex.

The goal is for the Parkman roof to be replaced in summer 2025. It will take precedence over the Annex.

D. Update on Library, PD, and Parkman Roofs

An update was given earlier in the meeting.

E. Transfer Station Update

An update was given earlier in the meeting under the ramp.

7. Committee Comments

Peter Jonaitis inquired about how many people are on the JFC committee. The answer was 12. He inquired about lowering/changing that number. He thought it might be easier to get a quorum.

Gina Cekala stated that it was much easier to get a quorum when the committee met virtually. She does not suggest lowering the number. She said if we were to lower it, it should be Town Council and BOE members taken out. She said you need the resident's input.

Jim Nasuta brought up the fact that if you miss more than 3 meetings, you are subject to being removed from the committee.

The committee has discussed going hybrid but there still may be scheduling issues with the meetings overlapping Leadership meetings for BOE. There was a suggestion of lowering just the BOE membership numbers or changing to different members that aren't in Leadership.

Doug Finger spoke about the future of the committee and stated that the committee needs to stay focused. The committee needs to get away from just dealing with roofs.

Jim Nasuta read the charge of the committee.

Gina Cekala stated that we would have to do a resolution to change the charge or make up of the committee. She also stated that other projects are on hold because we are up against the School Modernization Committee.

8. Next Meeting Date

April 25, 2024

The meeting can be cancelled if there is no business to take care of. 24 hour notice must be provided.

9. Adjournment

Motion to adjourn by Gina Cekala, seconded by Bethany Ouellette at 7:22pm. All were in favor.

Respectfully submitted,

Tina Demers
Joint Facilities Committee Secretary