

Joint Facilities Committee

Thursday, February 21st 2019

6:00pm Enfield Town Hall- Thompsonville Room

1. Call to Order

6:00pm

2. Roll Call

Present: Bob Cressotti, Wendy Costa, Walter Kruzel, Joe Muller, Scott Ryder, Donna Szewczak, Melissa Everett(6:10), Christopher Cykley, Donald Nunes

Absent: Bill Kiner, Doug Maxellon, Tim Neville, Bethany Ouellette, Charlotte Riley, Gregg Gabinelle

3. Approval of Minutes

A. February 7, 2019

Motion by Walter, second by Wendy and approved by all.

4. Special Guests

None

5. Old Business

A. Henry Barnard Partial Roof Replacement Phase 1

Chris- The BOE approved the project as complete and I have the certified minutes so this along with the final accounting will go into the state to start the reimbursement process. That will take 60 days.

Donna- Do you have to have an appointment to meet with them?

Chris- No, I just file it and it starts once they receive it. It should be the end of April when we get it.

Donald- Gregg sent Chris the Munis ledger showing that the full payment to Eagle was done on February 14th.

B. Henry Barnard Phase 2 Roof Replacement

Donna- Did we do the resolutions correctly?

Chris- We did the resolutions correctly. The \$870,000 is still a good number. We are going to use the same resolution we had last year in June for the Phase 1 but for the total I would like it to be \$350,000, it was \$250,000 last year. The \$300,000 would be the town's share of a \$900,000 roof. \$350,000 gives us a little bit of wiggle room. We are still shooting for \$870,000 as the total project budget. The \$350,000 we can submit the resolution for that either tomorrow or Monday so that Deb has that for the March 4th council meeting. Once that gets approved I get that certified resolution and then the grant application can be submitted. By that point we will have the information from Hibbard assuming he gets

approved tonight. The last piece will be the funding which will be official on 3/4/19 and then we can submit the application.

Donna- Everything has been submitted because DPW put forward the funds for the architect and owner's rep for Phase 1.

Chris- Phase 2 would roll into the same thing except this time around hopefully we will have enough time to bid it out and not use the state contract again.

Walter- We approved the Ed specs last night at BOE.

Chris- The architect will do the estimate and few other small forms then the grant can be submitted.

Donald- We solicited from our contractors and none of them submitted anything to do the design work. Then we have the Hibbard & Rosa one and that was under \$10,000 so we can go ahead with that one but it has to be voted on.

Scott- We did our due diligence by asking for 3 bids though.

Donald- The one bid from Hibbard was \$9250.00

Walter- We will add a motion and vote under new business.

Donald- A formal RFP is not required if it is under \$10,000. We have to determine if the funds are coming from DPW or the remaining funds from Phase 1.

C. Town Facility Use and Consolidation Assessment

Donna- That submission is due by 2/27/19.

Donald- We need to list the firms and decide on what kind of evaluation method to use.

Donna- It was not listed in the RFP what we would be using for criteria.

D. JFK PCB Management Plan

Donald- The next test is going to be 3/28 and 3/29.

E. Energy Performance Contract

Donna- Still tabled.

F. Roof Management Plan

Donna- Basically we are going to get the estimate.

Chris- Assuming we are going to get the \$350,000 is what I'm proposing. I still have to talk with John Wilcox about it but hopefully that is where it ends up.

Donna- I did share what was left from Phase 1 and if that could be rolled forward into Phase 2, plus we know what is coming in from the grant.

Chris- When you say what's left over from phase 1, is that the difference between the \$250,000 that was authorized by the council or the total project cost? The council only authorized up to \$250,000. So if the \$250,000 was set aside and you have \$158,000 left once we get the reimbursement technically of phase 1 to be rolled into phase 2. So then the phase 2 balance would be \$142,000 or \$202,000. \$506,000 was allocated but not authorized by town council. The resolution states that \$250,000 was authorized on June 8, 2018. The resolution this time around should ideally be for \$350,000.

Donna- The timeline is to Eli Whitney next and then Hazardville Memorial.

After roofs will be doors and windows because security is going to bubble up to the top.

G. Joint Facilities Committee Communications

Scott- I will read into the minutes at the next meeting the Facebook page and Twitter page account handles that are not quite published yet. I will read the addresses in at the next meeting.

6. New Business

Walter- Motion to add to 6. A. ,A proposal from CSG Dated 2/18/19 in the amount of \$9925 for Phase 2 Barnard Roof replacement project owner rep second by Joe and all in favor. Now I make a motion to approve the CSG owner's rep phase 2 in the amount of \$9925, second by Bob and all were in favor. I make a motion to add 6. B. , Henry Barnard Phase 2 roof architect Hibbard and Rosa 2/19/19 in the amount of \$9990, second by Joe and all in favor. I make a motion to now approve the architect Hibbard and Rosa for the Phase 2 Henry Barnard roof for the amount of \$9990, second by Wendy and all were in favor.

7. Committee Comments

Wendy- In the PAR report Chris Bromson wrote the town manager has partnered with Buildings and Grounds, Recreation, Planning and Zoning, the Town Attorney's office and the Superintendent of schools to review the use of all the town facilities. This includes town buildings and athletic fields. What does this mean?

Donald- Back in 2008 there was a facility use fee table. It has not been updated since 2008. We do not charge for Enfield Tee Ball or PTO's etc., but we do for out of town folks. We are revamping that whole rate structure. We are trying to get up to modern times and modern rates and protect our assets. We are going to be benchmarking with other communities to price accordingly. There is a clause in section 54 that states that the rental of field is not to be meant as for profit. We are going to have to revamp the ordinance and we are discussing that now, whether or not we can have people come for profit. It has to be allowed by council. The turf at Enfield High needs to be replaced. We are going on year 14 on a 10 year turf. We do have grooming done on the turf.

8. Set Next Meeting Date

2/28/19 at 6:00 at Town Hall

9. Adjournment

Motion by Walter, second by Wendy all in favor at 6:41pm