



**TOWN OF BERLIN
PUBLIC BUILDING COMMISSION
MEETING MINUTES
September 14, 2023**

ATTENDANCE:

Chairman- Tom Reid, Commissioners: Jason Scarano, Tom Salimeno, Don Lombardo, and Rocco Buccheri (zoom). Absent: Bart Bovee. Staff: Mike Ahern – Public Works Director, Doug Solek- Facilities Director (zoom).

Guests: Brian Humes- Jacunski Humes Architects (zoom), Patrick O’Loughlin - Newfield Construction (zoom), and David Banks- CES (zoom).

CALL TO ORDER:

Chairman Reid called the meeting to order at 7:10 p.m.

APPROVAL OF MINUTES:

The minutes of the August 10, 2023 meeting had been previously e-mailed for review.

Commissioner Lombardo made a motion to accept the minutes of the August 10, 2023 meeting, seconded by Commissioner Scarano. The motion was unanimously approved.

AUDIENCE OF CITIZENS: None.

Commissioner Lombardo made a motion to move the 240 Kensington Road Renovations update before the HVAC Project discussion, seconded by Commissioner Salimeno. The motion was unanimously approved.

EXPANSION & RENOVATIONS AT 240 KENSINGTON ROAD- UPDATE

Chairman Reid asked Mr. Humes for an update.

Mr. Brian Humes, of Jacunski Humes Architects (JHA), has the bid package ready to execute when the final details are complete. Mr. Ahern reported that the Town has a plan to fund the project and JHA can move forward with putting the bid package out. The Commissioners asked questions about the bid details, listened to Mr. Humes’ suggestions, and agreed to move forward with the following tentative schedule: issue bid package on September 25, 2023 and hold the public bid opening on Thursday, October 26, 2023 at 2:00 p.m. Mr. Humes reported that Advanced Reprographics will issue the documents and help with addenda, if needed. Mr. Ahern asked JHA to coordinate the information with the Purchasing Agent for the Town so she can post and advertise the bid simultaneously.

Mr. Ahern mentioned that Town Council would like an update on the project and Mr. Humes agreed to make a presentation at a subsequent Town Council meeting.

Chairman Reid presented an invoice from Jacunski Humes for approval. Invoice # 23266, Dated September 6, 2023 in the amount of \$6,600.00.

Commissioner Lombardo made a motion to approve the Jacunski Humes Invoice # 23266, dated September 6, 2023 in the amount of \$6,600.00, seconded by Commissioner Scarano. The motion was unanimously approved.

Board of Education – Elementary Schools HVAC Upgrades – Update

Chairman Reid asked Mike Ahern and Patrick O’Loughlin (Newfield Construction) for an update.

Mr. O’Loughlin, Newfield Construction, reported that there was a weekly job meeting at Willard School, where a number of issues were discussed, including the following.

- The chiller pad is under construction but as expected, the chiller is not coming in until next summer.
- The unit ventilators should arrive in mid-November and the switch boards are expected in July, 2024.
- All State Construction (ASC) is working 2nd shift (4:00 p.m. – midnight) and they are working with the school calendar to watch for night activities.

Due to the extensive rain, the chiller enclosure has been observed to retain water. The estimate for installing a concrete slab (rather than compacted gravel) around the equipment pads is \$18,000.00. Commissioner Salimeno suggested an alternative solution that was discussed and explained in depth, and Newfield Construction, Friar Architecture and Consulting Engineering Services (CES) will evaluate.

Chairman Reid reported that he will periodically attend the weekly meetings at Willard School and help with communications between ASC and the School Principal. It seems that the September 7, 2023 Open House was problematic with too many people around and the ASC workers in the hallways.

The Commissioners spoke with David Banks, Consulting Engineering Services, Inc., about the project status and the background on their invoices. Mr. Banks explained that they indeed spent all of their time on submittals and responding to Requests for Information (RFI’s) up front and underestimated the amount of time needed, so they have exceeded their proposal estimate and are working beyond it now.

Commissioner Lombardo questioned Mr. O’Loughlin about any possible delays on the job, if submittals were coming as anticipated, the supply dates are still as planned, and Mr. O’Loughlin felt things are going as planned. Mr. Lombardo requested that Mr. O’Loughlin regularly share the procurement dates at the weekly meetings and if anything is ‘hot’ to send emails. If the manufacturer delivery dates are slipping, Mr. O’Loughlin was requested to let the Commissioners know.

Chairman Reid presented an invoice from Consulting Engineering Services, Inc., dated July 31, 2023, Invoice # 2021152.00-0000006, for Willard Construction Administration Services, in the amount of \$7,200.00.

Commissioner Salimeno made a motion to approve the invoice from Consulting Engineering Services, Inc., dated July 31, 2023, Invoice # 2021152.00-0000006, for Willard Construction

Administration Services, in the amount of \$7,200.00, seconded by Commissioner Scarano. The motion was unanimously approved.

Chairman Reid presented a second invoice from Consulting Engineering Services, Inc., dated August 31, 2023 for Willard Construction Administration Services in the amount of \$1,800.00.

Commissioner Salimeno made a motion to approve the invoice from Consulting Engineering Services, Inc., dated August 31, 2023 for Willard Construction Administration Services in the amount of \$1,800.00, seconded by Commissioner Scarano. The motion was unanimously approved.

Chairman Reid presented an invoice from Sustainable Engineering Solutions, LLC (SES), Invoice #4094, dated August 30, 2023 for Commissioning Services at Willard School, in the amount of \$ 2,250.00. The Commissioners requested more details and back-up for future billings.

Commissioner Salimeno made a motion to approve the invoice from Sustainable Engineering Solutions, LLC (SES), Invoice #4094, dated August 30, 2023 for Commissioning Services at Willard School, in the amount of \$ 2,250.00, seconded by Commissioner Lombardo. The motion was unanimously approved.

Chairman Reid presented an invoice from Friar Architecture, Inc., Invoice # 2021-066A-07, dated August 31, 2023 for Professional Services at Willard School, in the amount of \$ 1,380.00. The Commissioners requested more details and back-up for future billings.

Commissioner Lombardo made a motion to approve the invoice from Friar Architecture, Inc., Invoice # 2021-066A-07, dated August 31, 2023 for Professional Services at Willard School, in the amount of \$ 1,380.00., seconded by Commissioner Scarano. The motion was unanimously approved.

Chairman Reid presented an invoice from Newfield Construction Group, LLC, Application #3, dated August 31, 2023 for Construction Management Services at Willard School, in the amount of \$ 20,388.50.

Commissioner Lombardo made a motion to approve the invoice from Newfield Construction Group, LLC, Application #3, dated August 31, 2023 for Construction Management Services at Willard School, in the amount of \$ 20,388.50, seconded by Commissioner Salimeno. The motion was approved with Commissioner Buccheri abstaining.

Chairman Reid presented an invoice from All State Construction, Inc., Application #2, dated August 31, 2023 for the Willard School HVAC Upgrades, in the amount of \$ 170,376.80.

Commissioner Scarano made a motion to approve the invoice from All State Construction, Inc., Application #2, dated August 31, 2023 for the Willard School HVAC Upgrades, in the amount of \$ 170,376.80 seconded by Commissioner Salimeno. The motion was unanimously approved.

BOE- Groundwater at Berlin High School:

Mr. Ahern reported that the \$15,000 budget for the project was approved by the Town Council. Doug Solek, Facilities Director, has been looking at the drawings and working with Consultants to find

that the floor tile adhesive used in the most recent renovations is not holding up in various locations on the concrete slabs. The Commissioners would like to see the specifications for the floor tile adhesive that was used and see if it was the recommended product, or substituted before the time of installation. Mr. Solek reported that he has spoken to Silver Petrucelli and they are willing to look at the specifications, if needed. Mr. Solek is looking at the type of adhesive that was used under the tiles and at possibly encapsulating the slabs with something more resistant to moisture and repairing the areas.

Mr. Ahern was directed to reach out to Gilbane Construction just to give them notice that something is happening with the adhesive and perhaps the Town will need to notify the Builders Risk Insurance of the conditions.

The following summarizes related discussions on this topic:

- The Commissioners requested that drainage systems be evaluated in the two courtyards. By conducting in-pipe inspections, broken or blocked piping can be detected.
- Mr. Solek indicated that he will have an on-call vendor clean and conduct in-pipe camera inspections of the courtyards, possibly next month.
- Mr. Ahern indicated that he would be doing an initial site visit of both courtyards on Friday, 9/15/23. Chairman Reid indicated that he would also participate.
- Commissioner Salimeno suggested looking at piping crossing the courtyard perimeters (i.e., transmitting drainage under the slabs or for water supply piping).
- Mr. Solek additionally reported that the Worthington Fire District (WFD) does monitor water usage billing for the High School, and would notify them of a spike in usage, but he isn't aware of any recent spikes or related issues.
- Chairman Reid reported that he has received several years of water usage data from WFD, which will be evaluated.
- Commissioner Lombardo suggested a future investigation to determine if there was an elevated groundwater condition beneath the slabs. If so, a potential solution could be to install a sump pump system to drop the groundwater level.
- Mr. Solek will review and forward older (circa 1970's) drawings he has located of the High School.

OLD BUSINESS:

Berlin High School – Close-out Status - No report.

ADJOURNMENT:

Commissioner Scarano made a motion to adjourn the meeting at 8:30 p.m., seconded by Chairman Reid. The motion was unanimously approved.

Lecia Paonessa
Recording Secretary

RECEIVED FOR RECORD
BERLIN TOWN CLERK



9/19/2023, 3:56:30 PM