



**TOWN OF BERLIN
PUBLIC BUILDING COMMISSION
Meeting Minutes
April 9, 2020**

7:00 p.m.

ATTENDANCE:

Present: Tom Reid, Bart Bovee, Tom Salimeno, Don Lombardo, Mick Tarsi, and Jim Ouellette.

Staff: Mike Ahern - Public Works Director

CALL TO ORDER:

Vice-Chairman Reid called the meeting to order at 7:02 p.m. (via telephone conference).

APPROVAL OF MINUTES:

The minutes of the March 12, 2020 meeting had been previously e-mailed for review.

Commissioner Tarsi made a motion to accept the March 12, 2020 meeting minutes, seconded by Commissioner Bovee. The motion was unanimously approved.

AUDIENCE OF CITIZENS: None

PHYSICAL SERVICES COMPLEX - WASH BAY:

Mike Ahern reported that field trips were not initiated due to the Government shut-downs, but he is still gathering information from other municipalities and has one or two that he wants to see. Commissioner Ouellette questioned if the project has been budgeted for and requested that Mr. Ahern verify that there is an adequate water supply and a proper electrical system in the proposed location.

SENIOR CENTER/COMMUNITY CENTER:

Mike Ahern reported that the AIA contract documents are ready for Quisenberry, Arcari and Malik (QA&M) but after some discussion the Commissioners wanted further direction from Corporation Counsel on how to move forward with the contract due to the Governor's Executive Orders for the virus.

Commissioner Lombardo made a motion to approve the QA&M contract through Phase 1, pending approval of financing by the Town, seconded by Commissioner Tarsi. The motion was unanimously approved.

Vice-Chairman Reid presented Invoice number 12516, from QA&M, LLC for approval, dated February 29, 2020, in the amount of \$1,267.25.

Commissioner Tarsi made a motion to approve Invoice number 12516, from QA&M, LLC, dated February 29, 2020, in the amount of \$1,267.25, seconded by Commissioner Ouellette. The motion was unanimously approved.

ELEMENTARY SCHOOLS HVAC PROJECT:

Mike Ahern reported that the Finance Director requested to defer the funding request for cost estimation services to a subsequent Town Council meeting (and not at the April 7th meeting). Additionally, the Commission has not received a Statement of Need from Town Council, and doesn't know what the budget would be to go out to bid for engineering services, so the Commission will remove this from the Agenda until further notice.

ELECTION OF OFFICERS:

Commissioner Ouellette made a motion to elect Tom Reid as Chairman of the Public Building Commission, seconded by Commissioner Lombardo. The motion was unanimously approved.

Commissioner Lombardo made a motion to elect Bart Bovee as Vice-Chairman, seconded by Commissioner Ouellette. The motion was unanimously approved.

ADJOURNMENT:

Commissioner Lombardo made a motion to adjourn the meeting at 7:36 p.m., seconded by Commissioner Ouellette. The motion was unanimously approved.

Lecia J. Paonessa
Secretary

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Kathryn Wall
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