

**Town of Preston
Town Building and Facilities Committee
Regular Meeting (postponed from 3/2/09)
Monday, March 16, 2009
Preston Town Hall**

Minutes

1) W. Kornosewicz called the meeting to order at 7:00 p.m.

2) Roll Call

Walter Kornosewicz, Chairman	Merrill Gerber, Vice-Chairman - <i>excused</i>
Michael Clancy	Andy Hess
Ted Powell	Roger Galliher
Joe Calcasola - <i>excused</i>	Ken Zachem, Alt - <i>absent</i>

3) Communications

- a) Email dated February 11, 2009 regarding tracking of claim submitted to shingle manufacturing company.
- b) Facsimile Transmittal sheet to TBFC from LaBossiere Builders, LLC re: clarification on the asphalt shingle roof specs.
- c) Letter received from Solatek Alternative Energy Solutions introducing their company.

4) Approval of Minutes

**A motion was made by M. Clancy, seconded by R. Galliher to approve the February 2, 2009 as amended:
Page 4 – 11th line from bottom – change the word “to” to “will.”
No further discussion. All in favor. So voted.**

5) New Business

a) Preston Public Library door repairs/replacement

M. Clancy noted the doors have been ordered and the work is scheduled to begin at the end of March – beginning of April.

b) Town Hall roof bid review

The Committee discussed the bids received and determined they would interview the first four (lowest) bids received.

A motion was made by M. Clancy, seconded by T. Powell to interview the first four (lowest) bidders as follows:

1. Custom Quality Windows & Siding
2. Dynamic Engineering
3. LaBossiere Builders, LLC
4. Spano Contracting Company, LLC.

Discussion:

The Committee discussed and determined if they were not satisfied with the information received from the first four contractors, they would move on to the next four (lowest) bidders.

Some of the questions/criteria they will ask/discuss during the interview process are as follows:

1. Number of man days to strip roof, put on sheathing and complete the roof project.
2. Company to coordinate with BOS the days of the week the work is to be performed.
3. Does the company sub out jobs in partial or total?
4. Confirm the company followed the addendum to the Request for Bids.
5. What would the additional cost be for architectural shingles? Shingle brand to be used.
6. Has the company had any disputes regarding recent work?
7. Which type of ridge vent is to be used?
8. Request from company last three job references.
9. Confirm new toilet flange(s) to be used.
10. Confirm work time frame and price hold.

It was further discussed as to who will oversee the job and if it would be necessary to hire a Clerk of the Works.

The Committee discussed forming a subcommittee to do the interviews of the roof contractors.

A motion was made by W. Kornosewicz, seconded by M. Clancy to form a subcommittee to perform the interviews of the roof contractors.

Discussion:

Committee members discussed who would be on the sub-committee.

A motion was made by W. Kornosewicz, seconded by A. Hess to have W. Kornosewicz, R. Galliher & T. Powell as the sub-committee.

Discussion:

It was determined the sub-committee would begin interviews this week.

A motion was made by W. Kornosewicz, seconded by A. Hess to present to the BOS their findings from the interviews.

No further discussion. All in favor. So voted.

c) Town Hall environmental issues

A cleaning company was hired to come in and clean all surfaces in the Parks & Recreation Offices for environmental concerns.

M. Clancy noted the work that has been done in the past to correct issues in the Parks & Rec. office is unacceptable and he would like to make a recommendation to the BOS to have someone come in to fix the wall, paint the office, and strip and clean the floors.

A motion was made by M. Clancy, seconded by A. Hess to make a recommendation to the BOS to have someone come in to fix the wall(s), paint the office and strip and clean the floors in the Parks & Rec. office.

No further discussion. All in favor. So voted.

**d) Town Hall drainage issues
Tabled until next month.**

e) Inventory of former State Hospital buildings

The Committee discussed what the role of the TBFC will be in the development of the former State Hospital. It was agreed they would like to have for their review a building inventory and plot plan of the site.

M. Clancy noted that he has submitted a letter of interest to the BOS to be appointed to the Development Authority Committee. He stressed it would be a benefit to committee members to attend the meetings of the BOS and NHAC.

The committee discussed the possibility of performing a site walk and possibly rehabilitating one of the better buildings for town use.

A motion was made by W. Kornosewicz, seconded by A. Hess to ask the BOS for a plot plan and an inventory of buildings for the committees review.

No further discussion. All in favor. So voted.

6) Old Business

a) Preston Public Library update

None.

b) Old Preston Library Update

None.

It was discussed and determined that there is a system in place for reporting/requesting work to be done at town buildings. The forms are in the BOS office and should be filled out and submitted.

A copy should be given to the Chairman of the TBFC.

c) Preston Plains & PVMS Projects Update

W. Kornosewicz noted that the Request for Bids for the Replacement of Gymnasium Air Handlers are ready to be sent out; however, he has been told that there are additional issues in regards to the return steam piping and that M. House has been repairing the piping on an as needed basis. He questioned whether the Request for Bids should be sent out knowing this information. The committee discussed the issue and determined to hold off on sending out the Request for Bids and that M. House will be invited to the next TBFC meeting in April to provide an update on entire steam system at the Preston Plains School.

The committee also discussed their previous submittal for the Boilers at Preston Plains School as a Shovel Ready Project to the Board of Selectmen and determined they will ask to be placed on the BOS agenda of March 26th as a follow up to that request.

Tabled until next month.

d) Energy audits & projects for Town buildings

A. Hess noted he spoke with Omay Elphick, Alteris Renewables regarding submitting a proposal to the State to assist with the solar power project at PVMS and was told the state has run out of money for these projects. It is noted that the solar power bid

specs are ready to go, so this may be a good project to add to the Shovel Ready Projects. If stimulus money is received from the state, then a PPA will not be necessary and the town will see a greater benefit in a shorter period of time.

A. Hess provided a summary of the proposed retrofit work to be performed at the bus garage, town garage and PVM School. He noted the work to be done at the town garage has been approved by the BOS. He is still waiting to hear from the BOE on the bus garage and PVMS.

At a BOS meeting, it had been asked if the town has seen a decrease in the cost/amount of energy used since the work has been done at the town hall and town library. A. Hess noted that he used the library CL&P bills to show the savings from September 2009 to January 2009.

7) Round Table

- a) M. Clancy brought up the issue of needing central record keeping storage space for TBFC materials.

A motion was made by M. Clancy, seconded by W. Kornosewicz to present to the BOS the need for a record keeping storage facility.

No further discussion. All in favor.

- b) M. Clancy addressed the issue of having a part-time maintenance person on staff on an on-call basis. It was noted that the BOS have been working on the 2009-10 budget and are trying to keep a low budget; however it is strongly felt that the budget should include for a part-time maintenance person.

A motion was made by M. Clancy, seconded by A. Hess to recommend to the BOS to budget \$15,000 for a part-time general maintenance person to maintain town-owned buildings.

No further discussion. All in favor. So voted.

8) Other Matters:

Next regular meeting, Monday, April 6, 2009

9) Public Questions & Comments

None

10) Motion to adjourn was made, seconded and approved at 9:21 p.m.

Respectfully submitted,

Kathleen Nichols
Recorder