



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED 1786

TOWN OF ELLINGTON

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

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ELLINGTON
TOWN CLERK

**PERMANENT BUILDING COMMITTEE (PBC)
SPECIAL MEETING
TUESDAY, JULY 11, 2023
NICHOLAS J. DICORLETO, JR. MEETING ROOM
5:30 PM**

MINUTES

Present: Peter Welti, Chairman, Guy Burns, Gary Blanchette, Dale Gerber, Patrick Stavens, Thomas Adams, Sean Kelly, Ronald Stomberg, James Fay, Gary Feldman

Also Present: Tom Modzelewski, DPW, Michael Skapczynski - O&G, Kelly Nelli, Brian Greenleaf, Jack – Arcadis

Not Present: Gary Magnuson

1. Call to order

Chairman Peter Welti called meeting to order at 5:51pm

2. Approval of Minutes - June 13, 2023

MOVED (G. Feldman), SECONDED (J. Fay) AND PASSED TO APPROVE THE MINUTES OF THE June 13, 2023 SPECIAL MEETING. TOM ADAMS, DALE GERBER, AND GUY BURNS ABSTAINED.

Lighting Project

Dana Steele – ad hoc lighting committee for the ball fields – High school Tedford Park and Pinney fields – working towards a bid package to send out to bid – would like to go out to bid by end of July 2023 with PBC approval. When project first approached, the lighting committee looked at a national manufacturer that provides lights to municipalities. The lighting committee then decided to review bids from the national manufacturer but also is looking to consider alternate manufacturer bids as well. Feedback that has been received thus far is utilizing the national manufacturer tends not to encourage other bidders. Committee made a decision to go with a different approach and solicit bidders to design and construct lights to be used at the fields. Dana Steele utilized visual aides and reviewed the plans thus far with layouts. At high school - looking to include two additional poles for more lighting – standards are consistent with other fields and requirements.

Sean Kelly – lights will not be like they are now. There will be more lights on the field but no glow that can be seen far off.

Dana Steele – correct – there will not be as much glare and light will be directed at the field. Electrical engineer looked at the transformer and the transformer will need to be upgraded. Tedford Park – youth football area – will have a lower foot candle level. The tennis court that has lighting already. The plan would be to reuse the poles but replace the fixtures with newer technology that will have less glare. Tedford has three zones – tennis and football field will serve off one zone; Lisa's field and little league field will be zone 2 – proposing lighting for these areas – anticipating 4 poles per field – service is currently inadequate and will be upgraded to accommodate the needs which will also accommodate the fireman's fair

Planning and zoning did not accept little league field lighting as they are worried about the lights affecting residential neighborhood and would not approve

Lighting for parking lot includes perimeter lighting. In order to keep within the budget and not have to cut/patch pavement, the lighting will be along the perimeter and not within the parking lot.

Pinney fields – has a multipurpose field and a larger soccer field – Planning and Zoning asked to light that parking lot – this lot is pavement millings not asphalt – perimeter lighting makes sense in this area – 4 poles around the soccer field 2 poles around the smaller field – this site has newer electric service but does not have capacity for the lights so a newer service will be coming in for that

Gary Feldman – while doing this can you put in the infrastructure at Pinney and Tedford so if the technology improves we can be prepared for that and have an easier upgrade if needed?

Dana Steele– if it is to be lit in the future we already have a blue print for that. The proposal has been sent to Board of Finance and Town Council and they had some changes relating to insurance and verbiage.

MOTION to approve to go out to bid for lighting project

MOVED (S. Kelly), SECONDED (G Feldman) AND PASSED UNANIMOUSLY

Peter Welti noted that the PBC next regular meeting will be 8/8/2023

Dana Steele– we are hoping to be out to bid end of this month but likely won't be back with updates/info until October 2023

3. Windermere Project

Mike O&G – series of PDFs to share re: phasing plan

Reviewed existing layout – area 2 - January 2025 is when new build will be done

Area 1 starts November 2023 and has a finish date December 2024

January 2024 – will be asking music room and chorus space to be evacuated and converted to the new dining/kitchen area so it can be converted in time start January 2024 finish December 2024. Existing bathrooms will be expanded starting June 2024 finishing December 2024. Once staff occupies new wing in 2024, area 2 ('66 wing) can be vacated and the '66 wing and '93 wing get fully renovated starting January 2025 finish August 2025. Then move into area 3 starting June 2025 finishing November 2025 – renovate as new gym, chorus area. Broken down additions and renovations into 3 areas. Would like to hold these dates as outlined throughout the bidding process.

Enabling phase – electrical switch gear and generator – we would need to order them in August 2023 in order to have them here in time for the January 2025 opening. Site enabling work phase – currently an existing 6 ft chain link fence – asking contractor to provide a 20 ft swing fence to provide access to the site – also removing trees in that area; also softball field with chain link backstop being asked to be removed during this phase as well.

Catch basin being put in – gets drainage structures in place and helps to reroute existing pipes for storm drainage. SLR – civil engineer – conversations with them re: storm drainage catch basins.

Site fencing will last for the duration of phase 1 and then fence would be removed. Field office will be placed on site for duration of the project – O&G spoke with fire marshal re: parking in that area and there are no concerns with that. Temporary fencing will also be installed in that area that will allow for an outside recess area. Existing traffic, school bus, and parent drop off will remain in place during this timeframe.

Summer of 2024 – temporary bus loop that is around 80% complete in design – bus loop will be constructed during this time as school will be out of session. Will also be trying to work on permanent bus loop along Windsorville rd during this time as well (phase 1B June 2024 – August 2024).

Brian Greenleaf noted that busses and parents will be separated which should be helpful. Parking is a concern so staff will have to endure temporary parking during this time as well.

Mike with O&G continued: September 2024 through December 2024 – temporary bus loop in place, but will have option to use that and to use the existing loop as well – kids will continue to enter through the northeastern ends of the wings of the existing school. Site work would be completed during this phase as well.

Tom Adams – question re: maintaining snow plowing during the work.

Mike with O&G responded: – yes that was discussed and will have to be designed to allow snow plowing.

Tom Adams: also where to put the snow – is the Town providing snow removal or are the contractors providing snow removal?

Jack – anything inside the fence the contractors handle – anything outside the fence the town handles

Patrick Stavens– theres no room for snow now so hauling snow out will have to be continued

Mike with O&G - that will be built into bid packages as well as excess materials will have to be stored off site

January 2025 -June 2025 – temporary bus loop and temporary parent drop off loop will be utilized – site work, play scape areas, temporary staff parking will all be available during this time

July 2025 – August 2025 – All new build and renovation completed by end of August 2025 – abate and demo of '66 wing to begin, new bus loop to be completed

Phase 3 September 2025 – December 2025 – ongoing sitework to continue and be completed during this timeframe

Tom Adams– what does the retention basin in that area service?

Mike with O&G – the retention basins will service the playscape area

Peter Welte– if there is an possibly for the 2025 calendar to be adjusted that would be the most ideal – Temporary things that can be done if needed

Winter 2025/Spring 2026 will be finishing up with everything on the project

Peter Welte– re: phasing – as we have talked through this at weekly meetings and other meetings – area 2 needs to be back online for the kids to return to school – area 3 will have some time overlap to begin – PBC will need to have good communication by the March/April timeframe that everything in on track to occur as scheduled

Mike with O&G – area 3 is not as rigorous a renovation as area 2. Will likely have to go dual shifts when the school is vacant in order to accomplish what is needed in the timeframe

Brian Greenleaf– from a phase standpoint from the students in the building perspective it is fairly simple – everyone will stay in their areas until work is done. There is a small number of staff and students who get disrupted throughout the course of the project.

Mike with O&G - Some type of presentation like this will be brought to the Board of Ed so that they are also updated and aware of what is occurring

Brian Greenleaf– planning for an operations meeting in August so Brian will talk with Scott Nicol about when the best time to present this info would be

On 8/23 – someone from PBC will be at BOE meeting to answer questions

Greg with DRA - 8/23 is approve to submit to State not approve to bid

Greg – we have been working with O&G – have some playground ideas to discuss with Jenn Hill and will then bring to PBC

Brian – no updates at this time – working with Scott Nicol on transition plan

4. Approval of Invoices

Reconciliation of estimate \$175,000.00 over 63 million construction budget– we are reconciled and on budget

Met with fire marshall on 6/20 – drawing will get incorporated by DRA into the plans

Early phase bid packages –

1. BP #1.26p – Switchboards, ATS and Generator Purchase – J.E. Shea Electric, Inc.
\$574,000.00

Shea was able to get the gear on site in a 55 week lead time where other bidders were 60 to 80 plus lead times

Budget was \$631,000.00 so this bid came in less

MOTION to allow O&G to award the bid package to J. E. Shea Electric

MOVED (G. Feldman), SECONDED (D. Gerber) AND PASSED UNANIMOUSLY TO ALLOW O&G TO AWARD BID PACKAGE TO J. E. SHEA ELECTRIC, INC

Tom Adams – if they are assembling at a different location are there any concerns with quality?

Mike with O&G - no, quality will not be sacrificed

Brian Greenleaf– any change on warranties?

Mike – no, warranty will remain the same

2. BP #1.33 – Site Enabling – Genovesi Construction
\$346,000.00

MOTION to allow O&G to award the bid package to Genovesi Construction

MOVED (G. Feldman), SECONDED (T. Adams) AND PASSED UNANIMOUSLY TO ALLOW O&G TO AWARD BID PACKAGE TO GENOVESI CONSTRUCTION

Kelly Nelli noted that tomorrow is permit set submission from DRA – confirmation from 3rd party code reviewer. One caveat – they won't sign Arcadis contract therefore this will have to go through the town to procure them – Kelly will send info

MOTION to enter into contract with Piers Associates as the Town's 3rd party reviewer

MOVED (T. Adams), SECONDED (G. Feldman) AND PASSED UNANIMOUSLY TO ENTER INTO CONTRACT WITH PIERS ASSOCIATES

Threshold reviewer – we will also do the same
Kelly will recommend GNCB at \$10,800.00 for threshold reviewer

MOTION for GNCB for the threshold reviewer

MOVED (D. Gerber), SECONDED (S. Kelly) AND PASSED UNANIMOUSLY TO UTILIZE GNCB AS THRESHOLD REVIEWER

Remotion for tri-state material testing – backtracked to May for \$42,537.00 – mintes from May meeting will be modified to reflect that this was previously approved

Eversource incentives through Kohler Ronan. If not approved before the invoice is signed, we risk losing the eligibility
\$32,000.00 Eversource

MOTION for Kohler Ronan for energy consults/incentives

MOVED (T. Adams), SECONDED (D. Gerber) AND PASSED UNANIMOUSLY TO CONTRACT WITH KOHLER RONAN

Robinson and Cole \$533.50.00

MOVED (S. Kelly), SECONDED (T. Adams) AND PASSED UNANIMOUSLY TO PAY THIS INVOICE

Sustainable Engineering Solutions - \$5,075.00

MOVED (D. Gerber), SECONDED (R. Stomberg) AND PASSED UNANIMOUSLY TO PAY THIS INVOICE

DRA – this brings us up to 70% of construction documents - \$195,650.00

MOVED (S. Kelly), SECONDED (D. Gerber) AND PASSED UNANIMOUSLY TO PAY THIS INVOICE

Kohler Ronan – rebates \$6,000.00

MOVED (T. Adams), SECONDED (P. Stavens) AND PASSED UNANIMOUSLY TO PAY THIS INVOICE

Arcadis - \$7888.00

MOVED (P. Stavens), SECONDED (T. Adams) AND PASSED UNANIMOUSLY TO PAY THIS INVOICE

5. New Business

Next meeting 8/8/2023 at 6pm

We as a board will need to approve submittals to go to the State (office of grants administration)

8/23/2023– can we have a quorum for a quick meeting on this date at 5 or 5:30p?– at high school – Brian will finalize exact location

HVAC – Brian – talked with attorney today – presented a tentative schedule for architect/engineer – goal is for him to review RFP and give feedback by end of the week
Brian will connect with subcommittee with updates and to review RFP – 8/14/2023 will be submitting and two weeks to review

Brian last day likely 8/21/2023 – Greg Kliman will likely take over from there

6. Adjournment

MOTION TO ADJOURN MEETING

MOVED (G. Feldman), SECONDED (S. Kelly) AND PASSED UNANIMOUSLY

Meeting adjourned at 7:19pm

Submitted by.



Christina Shackford
Recording Secretary

