



TOWN OF SUFFIELD

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REC'D BY:

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**MEETING MINUTES
PERMANENT BUILDING COMMISSION
REGULAR MEETING
November 7, 2024
7:00 p.m.**

**Locations: Town Hall
83 Mountain Road
Suffield, CT**

Meeting Name: Permanent Building Commission

By: Kristen Lambert - Recording Secretary

Type of Meeting: Regular Meeting

Permanent Building Commission Members Present

Kevin Goff, Chairman
Glenn Neilson, Vice Chairman
Joe Sangiovanni, Member
Billy Gozzo, Member
Heather Van Deusen, Member
Marty Page, Alternate Member
Cathie Ellithorpe, Member (7:18 p.m. via Zoom)
Brian Baril, Alternate Member

Also Present

Lee Corbert – Director of Public Works
Brad Belcher – ACCE Chair
Larry Plano – Director of Facilities, Suffield Public Schools
Eric Remington – Business Manager, Suffield Public Schools
Jerry Mahoney – Selectman
Deb Dudack – Board of Education member

Chairman Kevin Goff called the Regular Meeting of the Permanent Building Commission to order for Thursday, November 7, 2024 at 7:00 p.m.

Public Comment

None

Assignment of Voting Rights

Chairman Goff assigned voting rights to Marty Page for Cathie Ellithorpe.

Approval of the Minutes of the Regular Meeting held on October 17, 2024

Commissioner Neilson MOTIONED and Commissioner Gozzo seconded to approve the minutes of the Regular Meeting held on October 17, 2024. Motion passed unanimously.

Suffield High School HVAC Progress Update

Chairman Goff invited Mr. Remington and Mr. Plano to provide a progress update on the Suffield High School HVAC project. Mr. Remington explained that at this time they are in the process of doing some “course correction” on the bid process as they were originally under the assumption that they would be able to use a cooperative purchasing agreement. Unfortunately, that was not the case, and we are now in a situation where we are required to go out to bid. Mr. Remington reported that an RFP had been created and distributed to the commission for review. As it stands, the project has been designed to be a “like for like” replacement, meaning that the 18 units at the High School will be replaced with new units of like kind. The main reason behind the replacement project is to take advantage of a state grant that will reimburse the town 52% of the cost of replacement. Although the units are not at “end of life” yet, they are nearing that point and the earlier replacement will allow the town to save money. The project must be completed by December 31, 2025. The commission members shared their thoughts and concerns and asked numerous questions about the RFP as well as the actual units to be replaced and the area that they will be installed. As many members have extensive knowledge of projects such as this, they were able to provide valuable guidance as to areas of concern and how to avoid possible mistakes during the process. Mr. Remington and Mr. Plano answered all questions to the best of their ability and noted the suggestions being given.

Public Works Update

Chairman Goff invited Lee Corbert, Director of Public Works, to provide a Public Works Update

- a. KML Air Quality Testing - Bob May from Fuss & O’Neil sent Mr. Corbert a new proposal for air quality testing as well as wipe testing. There will be an increase in cost of \$3,264 or 42.8% year over year. Discussion ensued as to whether or not the town should continue with Fuss & O’Neil or look for a new vendor.
- b. KML Duct Cleaning - The ducts have been cleaned and samples were taken from the debris. Tests were performed on the samples and came back negative for PCB’s.
- c. KML Barrier Maintenance Inquiry – As the duct debris samples came back negative, it has been suggested that the town undertake a pilot project which entails recoating with epoxy. It would include an initial air quality test and re-epoxy of the area followed by a second air quality test to determine if there was any difference. This would take place in the lower level art/meeting room. It has been recommended that the entirety of the Kent Memorial Library should be re-epoxied. The anticipated cost for the entire library is between \$40K - \$60K. There is no guarantee on the epoxy. Extensive discussion ensued as to whether the standard level of PCB’s the town is held to within their contact is valid. A history of the testing was provided by commission members and an explanation of PCB’s was provided by Mr. Sangiovanni or all to understand more clearly. It was suggested that obtaining an Environmental Attorney for the town would be beneficial in helping deal with the continued area of concern.
- d. Public Works Cold Storage Building Completion – The parking lot has been installed and the project is now complete.
- e. 1140 Mountain Road Storage Building Status – The roof has been stripped, inspected and replaced. No other repairs have been made at this time.
- f. Mechanical Systems at Suffield Police Department – Mr. Corbert referenced a report written in February 2020 that noted the mechanical systems at the Suffield Police Department were close to the end of its expected life span and would require replacement within the next three to five years at the latest. He provided pricing options noted at the time of the report between \$700K - \$900K and stated it he imagines those costs would be significantly higher at this point. He also reported that he had been in the Police department recently to perform routine maintenance and noticed pipes that appear to be leaking oil as well as other issues of concern. He wanted to ensure that this information was known to the commission as they work through their final evaluations of each facility.

Facilities Master Plan Review Continued

- a. Consolidate Information from Site Visits – Chairman Goff introduced a spreadsheet that included all of the information collected thus far on each facility and provided an estimated cost to do everything on the list which totaled over \$218 million dollars. He also illustrated what the cost would be if only immediate prioritization items for each building were to be completed; a cost in excess of \$9 million dollars. The group reviewed the spreadsheet and worked through different scenarios and the costs associated with each. Mr. Goff emphasized the fact that the commission has done their best to take values from the report today and escalate them out to various time frames to provide a value of how much will need to be spent at those given time frames. Discussion ensued among the commissioners about the different buildings and the needs for each, with all sharing their concerns and ideas as to which building or buildings take priority.
- b. Review Member's notes and comments to be added to the report – Chairman Goff asked commission members to forward all of their notes and comments in order for him to consolidate the information and update the report accordingly.
- c. Plan Program Review for School Building Requirements – Chairman Goff briefly discussed the plan for moving forward with the School Building Requirements. Commissioner Neilson requested to have the appropriate school officials attend the next meeting in order to get an idea of their needs.

New Business

None

Public Comment

None

Next Meeting

There will be no meeting on November 21, 2024. The next Regular Meeting will be scheduled for 7:00 p.m. on Thursday, December 5, 2024 at the Suffield Town Hall.

Commissioner Gozzo MOTIONED and Commissioner Neilson seconded, to adjourn the meeting at 8:33 p.m. Motion passed unanimously.

Respectfully submitted,
Kristen Lambert
Recording Secretary