

**Seymour Special Permanent Building Committee**

September 24, 2015 Meeting Minutes

Norma Drummer Room, Seymour Town Hall

**Committee Members Present:** Michael Marcinek, Chairman, Wayne Natzel, Alex Danka, John Conroy, Jr., Jim Baldwin, Stanley Jachimowski

**Committee Members Absent:** Paul Motion: Mr. Danka made a motion to approve the amended minutes of August 27, 2015. Mr. Conroy seconded the motion.

**Motion Carried:** 6-0

**Others Present:** Don Smith, Rick Belden, Christine Syriac

Meeting was called to order by Mike Marcinek at 7:04 and the Pledge of Allegiance was stated.

**Public Comment**

Rick Belden addressed the committee with the background and details regarding a Voluntary Corrective Action Report from the Office of Civil Rights. The Office of Civil Rights performed an audit at Seymour High School and identified ADA non-compliance issues. The Board of Education has addressed many items identified in the Audit. The more complex issues need a plan on how to obtain compliance. The State is providing adequate time, but we must show progress.

The locations in the high school that are considered new construction/renovated must be fixed immediately. These items that are deficient should have been picked up during the construction process. A timeline must be created and issues resolved and presented in the next report to the State. Ms. Syriac would like assistance from this committee in determining a ballpark figure of how much is needed to resolve the outstanding issues and determine the best process to move forward.

**Motion:** Mr. Conroy made a motion to move to agenda item Open Discussion. Mr. Danka seconded the motion.

**Motion Carried** 6-0

**Open Discussion**

Mr. Danka requested a site visit at the high school to review the items that need to be fixed. Mr. Conroy prepared an Excel document modifying the original email from Rory Burke condensing items and providing a clear understanding of what is required to be fixed. Mr. Belden commented that an updated report to the State of a corrected action plan must be submitted by October 16, 2015. It must show work completed or in process and a modified timeline.

Mr. Conroy inquired if the items identified as non-ADA compliant have actually been reviewed and confirmed as actually out of compliance. Ms. Syriac commented that some items the Board

of Education was aware of and some items they were not. Mr. Baldwin commented that many of the items seem to be furniture/cabinet related.

Mr. Belden stated that the State would have reviewed the drawings during construction so why were these items not identified then. Mr. Smith commented that if the State is unable to complete a review in time, the town can complete a local review. Mr. Belden will research the files to confirm who completed the review.

Mr. Danka recommended that this committee invite the Town ADA compliance officer to our next meeting.

Mr. Conroy reviewed the minutes and notes that were posted during the high school construction/renovation project. No ADA compliance issues were recorded. Mr. Belden commented that ADA issues were first identified in 2012.

Mr. Baldwin asked what exactly does the Board of Education want from this committee? Mr. Belden responded that they are relying on this committee's expertise and guidance. What are the priorities and are the ADA compliance identified correct? Mr. Natzel will review and prepare an analysis. This committee will also have a site visit and Mr. Conroy will identify items that the Board of Education can not complete themselves.

Mr. Baldwin also made Ms Syriac and Mr. Belden aware that the top rail of the away bleachers needs a fencing around it so no one falls. The bleachers can not be utilized until this fencing is installed.

Mr. Belden and Ms. Syriac left the meeting at 7:44.

#### **Review of Previous Meeting Minutes**

**Motion:** Mr. Danka made a motion to approve the amended minutes of August 27, 2015. Mr. Conroy seconded the motion.

**Motion Carried:** 6-0

**Motion:** Mr. Conroy made a motion to approve the minutes of September 10, 2015. Mr. Danka seconded the motion.

**Motion Carried:** 4-0, 2 Abstain

#### **Review of Conditions of Last Site Visits**

Community Center: Mr. Marcinek sent a letter to Kurt Miller with this committee's recommendation of selecting Burnham as the company of choice to furnish a steam boiler for the Community Center.

98 Bank Street: Mr. Baldwin commented that they are working with a contractor to try to identify where the leak in the pipe is originating from. Mr. Baldwin will report back at our next meeting on the best way to fix. Mr. Smith requested that we obtain a copy of site plan and copy of lease. Mr. Marcinek will request a copy of each. He also asked if any hazmat reports are available?. Mike is asking if there are any hazmat reports? Mr. Smith also commented that the roof is in need of some costly repairs.

Public Works: Mr. Wetowitz and Mr. Baldwin sent letters to the Board of Public Works and copied the First Selectman regarding the code violation found at Public Works. Mr. Wetowitz's letter requested a response within 30 days.

Mr. Danka recommended air curtains for the doors to keep heat inside.

The committee would also like to continue the discussion of the possibility of waste oil used in the furnace as option to heat the building. It would cut costs and there would be less oil to dispose of.

Mr. Danka would like to see a secure area for smaller items outside.

The committee found no significant structural issues.

**Development of a Short Term Maintenance Program:**

Mr. Marcinek inquired if we want to start building a maintenance program now or work on immediate needs to be fixed. The committee decided to start creating a list and review reports already compiled.

**Open Discussion:**

Mr. Smith advised two bids for replacing the boilers in the community center were opened today. The prices were high. In order to solicit additional bids, we must reject these two bids first. The community center also has some asbestos that will need to be addressed as well.

**Community Center Boiler Bids:**

West State Mechanical \$250,200. Can start in 10 days and will take 60 days to complete. Also will require a 5% bid bond.

L. Holzner Electric Company: \$212,890. Can start in 9 days and will complete in 75 days. Also will require a 5% bid bond.

Mr. Danka will prepare a letter to the First Selectman requesting a request to obtain more bids. Mr. Smith commented is is concerned that there is not enough time as winter is just around the corner and the project must be started sooner than later.

Mr. Smith also received five bids for the repair of the library roof.

Silk Town Roofing: \$87,000. Can start in 10 days and can have project completed in 14 days. Add \$12,000 for bid bond.

FJ DaHill Company: \$90,284. Can start in 7 days and can complete 21 days. Add \$3,250 for bid bond.

The Imperial Company: \$97,000. Can start in 14 days and have completed in 14 days. Add \$2,500 bid bond.

Beaulieu Roofing: \$114,600. Can start in 30 days and have completed in 45 days. \$11,840 bid bond.

Commercial Roofing & Contracting: \$114,000. Can start in 10 days and have completed in 60 days.

**Next Site Visit**

The next meeting will be held at Seymour High School on October 15th.

**Motion:** Mr. Baldwin made a motion to adjourn the meeting. Mr. Danka seconded the motion.

**Motion Carried:** 6-0,

Meeting adjourned at 8:30.

Respectfully Submitted,

  
Kelly Eersyth  
Recording Secretary