

Permanent Building Committee
Special Meeting
June 1, 2017

COPY RECEIVED
DATE: 7/20/17
TIME: 1:45 pm
TOWN CLERK'S OFFICE

Present: Mike Marcinek, Jim Forsyth, Alex Danka, Peter Kubik, Stan Jachimowski
Others Present: Don Smith, Ed Shelomis-Louriero, Steve Whitaker, Tony Caserta

Mr. Marcinek called the meeting to order at 7:00 and the Pledge of Allegiance was recited.

Public Comment

No public comment

Discussion with Architect & Progress on Design Windows

Mr. Whitaker commented that he is 90% completed with his drawings. He has a few edits/modifications to finish up. The Completed Invitation to bid will be done when we determine when the bids are due. The Committee reviewed the documents that are to be included in the invitation to bid. We would like to go out to bid on June 12th.

It was decided that we will include the costs for screens. Division 1 – will include the general condition of the contract, supplemental conditions and general requirements for the contract.

The Committee then reviewed the drawings in detail and discussed the design of the windows. Review of drawings and photo of design of window. Mr. Whitaker commented there will be an extra meeting rail at the center of the window.

Window design items discussed for the town hall included:

- Single hung vs hopper frame designs
 - How does each window affect the look of the current town hall? Mr. Jachimowski would prefer to see single hung windows to keep the look of the town hall the same
 - Mr. Kubik likes to keep the same look, but would also like windows that open
 - Mr. Danka inquired if the single hung windows fold in to clean. Mr. Whitaker advised no. Mr. Danka still prefers the single hung windows.
 - Mr. Forsyth would recommend single hung on the bottom floor and hopper windows that open at the upper floor.
- Screens
- Windows opening or not opening
- Open windows – open at top or bottom
 - Considering any applicable ADA requirements
 - Air flow, water entering if left open during rain
 - Ease of use

A&B&C windows. Go with single hung windows that open . C windows. Sills of windows are very low. Code says any window lower than 18 inches should have safety glazing. Steve recommends have tempered glass because so close to floor. Not required. The decision was not to put in tempered glass.

D windows are fixed in large meeting room

E windows are hopper windows.

G&F fixed windows

Norma drummer windows – fixed.

F window should also be obscure as those are bathrooms.

Upper level –

The current Windows to be filled with masonry will be completed in the next contract. Not to be done with this project.

H – Window in bathroom – Mr. Jachimowski asked if we could put an exhaust fan. It was decided to install a crank window have it be obscure.

Window design items discussed for the library included:

All windows are fixed except for the center window and K&J windows. They will be top hinge projecting windows. J windows are triple windows and only center section are operable. All operable windows will have inside screens.

One L & One J window accommodate for mechanicals/ducts. Will block off window and will be bricked in later.

Installation of windows

The window casings will be removed where the sills are rotted. Windows installed will require no painting or disruption of interior sills.

Mr. Smith inquired about re-caucking the addition (93) windows. Mr. Jachimowski recommended putting this task in the next contract. The committee agreed.

Mr. Whitaker will update/complete his drawings based on tonight's discussion

Drawing A 403 Safety glazing needs to be completed on the side lights of the door. The bottom section

Boilers - not legal to have residential style boiler. Mr. Danka reviewed the Code. Back when it was installed, it was legal. The Code has changed. Mr. Shelomis-Louriero is researching further. He will price out different types of boilers to choose from if we need to replace.

Mechanical rep looked at heating system. No air circulating through system. One solution is to put a coil in the existing system to provide outside air.

The Committee will wait until the final recommendation to make a decision.

Open discussion on pending invoice re: contract modification

\$8,800 estimated construction will cost \$100,000. Control work is not included in invoice. Mr. Shelomis-Louriero will check if can be revised. This is to put boilers in library – was not part of original plan.

\$50,475 - architect invoice amount will review and add to next meeting agenda. The Committee will also review schedule of values. It will include work completed vs date of invoice.

Mr. Marcinek requested Mr. Whitaker start to review the police station so we don't fall further behind in schedule.

Meeting adjourned 8:39

Respectfully Submitted,

Kelly Forsyth

May 18, 2017

Meeting Memo
Seymour Town Building Renovations

Building Committee Meeting

Present

M. Marcinek-Chair	D. Smith-Town Engineer
T. Caserta-Committee	E. Shelomis-Loureiro Engineering
A. Danka-Committee	S. Whitaker-Ames & Whitaker
S. Jachimowski-Committee	
P. Kubic-Committee	

TOWN HALL

1. S. Whitaker described progress on the window replacement. He stated that after some consideration that he was electing to change the existing double hung windows to a fixed sash upper sash and an inward-opening hopper window for the lower sash. The hopper will open about 6 or 8 inches. There are three reasons for the change:

These are very large windows, generally 9'-5" h x 5'-4" wide. It will be extremely difficult for women to open sashes approximately 4'-8" h x 5'-4" w due to the very large "release force" necessary to get the window moving that results from the tight fit needed to obtain the energy efficiency required by the energy code. Second, the windows are rarely raised more than 6 or 8 inches as seen by the current storm sashes on the building. Third, the hopper windows will be less expensive because the operating mechanisms are simpler than double (actually single) hung windows'.

Whitaker also noted that the windows should require opening only infrequently with the new HVAC system, and, if open, they will actually work against the HVAC system. The hopper windows will provide sufficient ventilation, and the air will be directed upward and not blow papers off desks.

The proposal was accepted by most members, but one member questioned whether they will really look like a double hung window and questions whether they are less expensive. T. Caserta would like to see a catalogue cut of the proposed window, which will be supplied.

S. Whitaker stated that the budget costs that he has for the windows is approximately \$250,000. He has an actual cost from the manufacturer of about \$90,000, but installation, demolition and overhead and profit create the final cost. This cost will be refined as he moves forward.

The committee accepted the hopper windows.

2. The committee reviewed the windows for the basement. In those areas where the HVAC system will be modified to provide fresh air, the windows will be fixed. Where the existing rooms have split AC systems without fresh air, the windows will be operable. The method of operation is not yet selected, but awning windows seem the most likely option. The Large Meeting Room will have fixed windows, and the Building Inspector, Town Planner, Fire Marshal and Conference Room will have operating windows. The Registrars of Voters will have a fixed window because of the presence of the standby generator outside the window, but this room is rarely and lightly occupied.
3. S. Whitaker described the replacement of the fixed sidelights and transoms. The fixed sidelights at the south door and the north entrance door will be residential type sidelights, but the sidelights at the main entrance and the transoms for both entrances will be aluminum. No exposed wood will be used.
4. E. Shelomis described the HVAC modifications. He intends to replace the existing furnace and condensers at the Meeting Room and will bring in ventilation air with the new system. The existing boiler and water heater for the existing building will be replaced with a modulating gas boiler and indirect water heater. Getting AC to the Conference Room and the Fire Marshal is problematic due to the low headroom. Several options were discussed, including using the existing Storage Room or coming from the upper level. No decisions were made.

Upstairs the three existing ceiling AHUs will be replaced with AHUs having outside air ventilation capacities.

Shelomis also brought up the likelihood of receiving significant rebates from Eversource for the new windows and HVAC work. He needs to know the Town's contact with Eversource to discuss this.

LIBRARY

1. E. Shelomis described the HVAC modifications. He proposes an AHU with outside air ventilation capacities outside the Basement Meeting and Conference Rooms. The air will ducted along the exterior walls in front of the windows. The duct will be located about 12-18" inside the wall and extend about 16" below the ceiling at the worst case. S. Whitaker presented a sketch showing that this can be done without affecting the windows. The soffit will be about 7'-6" above the floor.

2. One of the committee members noted that that Library cannot use one of the interior rooms because of lack of ventilation. Shelomis thought that he could extend the ductwork to that room. It will be added to the scope of work.
3. E. Shelomis stated that during the course of their initial investigation, it was brought to their attention that the existing boiler was changed to gas against the manufacturer's written specifications. It is also not functioning properly. The committee appeared interested in addressing this, but Shelomis pointed out that this was not part of our scheduled work. He was asked to submit a proposal to change the boiler.
4. S. Whitaker described the window modifications. The new windows will all be fixed because the basement rooms are getting outside ventilation air through the new HVAC system. He stated that the budget price for these windows is about \$60,000.
5. Upstairs the existing cellulose tile ceiling of the Stack area will be secured in place. Then a new 2' x2' lay in ceiling will be installed below.
6. The proposed work at the Old Main Entrance was described. Whitaker stated that he had visited the attic and determined that the 1-hr fire rating for the ceiling required by the Fire Marshal can be achieved by installing 5/8" GWB on the tops of the joists and removing the existing cellulose ceiling tiles from the bottom and replacing them with 5/8" GWB. This solution has been discussed with the fire marshal the concept has been verbally approved.
7. S. Whitaker presented the option of replacing the existing glass doors and sidelights to the stairs that the fire marshal is requiring to be removed. Replacing the two doors and two sidelights with 1-hr rated glass and frames will cost about \$39,000 according to information received from Technical Glass Products. Additionally, replacing the 5 existing windows on the side wall with 1-hr rated glass and frames will cost about \$26,000. Although the costs were thought to be extremely high by one member, the consensus of the committee was that even at half those costs those costs are too high to be acceptable.

The committee rejected this option and requested that standard rated doors be installed and the windows be infilled with rated partitions.

POLICE STATION

1. S. Whitaker presented his findings for the police station roof. He noted that he, his partner and D. Smith visited the roof last week and during the course of the investigation discovered some areas of soft roof under foot. This is typical of water intrusion into the insulation. D. Smith requested at the time of the inspection that Ames & Whitaker obtain a proposal for an infrared roof scan to determine the extent of possible sub-surface water. Whitaker presented a verbal proposal of \$1,650 from IR Analyzers. This proposal was

voted on and approved by the committee. The formal proposal will be forwarded to M. Marcinek tomorrow.

2. S. Whitaker noted the four areas of roof to be reroofed. An extensive discussion took place about the existing drainage from the roof, especially since there are only 2 drains for the pitched roofing. Whitaker stated that he did a drainage analysis of the pitched roof and determined that according to *Graphics Standards* the roof was compliant both with respect to maximum gutter drainage length (less than 40ft) and leader size with respect to roof area. Nevertheless, he recommends that two additional leaders be installed at the reentrant corners at the ends of the front façade. That should cut the volume in half at the 2 existing leaders. There is still great concern about the situation at the two small flat roofed areas at the NE and SE corners of the building. This concern will be addressed as the project proceeds.
3. Other issues with the façade were presented. Whitaker stated that at seven of the basement windows on the south and east sides the lintels have rusted so badly that they have expanded and moved the masonry. Whitaker recommends that the existing lintels be replaced with hot-dipped galvanized lintels and the masonry above be removed and reset as required.

Whitaker also stated that the parapet walls at all four building corners have moved out from ½ to 1 inch due to differential thermal movement. . Anywhere from 5 to 10 feet of parapet wall on each façade will have to be removed and reset with control joints installed.

4. The drainage concerns were discussed further when the water infiltration problems in the basement were discussed. E. Shelomis stated that they will have to dig to the foundations at the new stairs to address adequately the water issues there. The other issues are less clear, but at the end of the discussion there seemed to be general agreement that the ramp and patio in front of the main entrance and the entire wall along the east and north facades and part of the wall along the south façade must be excavated down to the footing, the foundation wall waterproofed and drains installed to one or more basins with probably a sump pump to pump the water to the city storm system.
5. E. Shelomis stated that the 60T RTU can be replaced in kind and also stated that energy rebates are possible with this.

NEXT ACTIONS

1. Concerns about having the windows installed in winter were expressed. If we can move quickly on the construction documents for the windows it is possible for installation to occur in November and December, which probably won't be too bad.

2. It was decided that Ames & Whitaker would have the window construction documents ready for approval at a Committee Meeting on June 1 with final approval at a June 8 meeting. These meetings will be at 7:00 at the Town Hall in a location to be determined.

The expectation is that Bidding will open on June 12 with Bids submitted by June 28.

Hopefully a contract can be executed by the middle of July and windows received sometime in October.

Report submitted by
Stephen Whitaker

Distribution: M. Marcinek for distribution to committee, E. Shelomis