

**Draft Minute of the Meeting
Municipal Facility Building Advisory Group
October 30, 2014 7:00
Location: Grange Hall
Special Meeting**

Attendees:

Municipal Facility Building Advisory Group

David Morrison – Committee Member (DM)
David Nelson – Committee Member (DN)
Chuck Smith – Committee Member (CS)
Edward Blaschik-Committee Member (ECB)
Karan Conover –Committee Member (KC)
Vicent Garofalo- Alternate Committee Member (VG)
 Ernie Malavasi – Selectman
 David Stein- Silver Petrucelli (PJ)
 Craig Mansfield- Director of Facilities (CM)
 Mark Walters – First Selectman (MW)
 Jim Ventres- Land Use Administrator (JV)
 Raymond Wiley – O&G Industries (RW)
 Robert May- Fuss & O'Neil EnviroScience, LLC (RB)
 Jarid Smith - Fuss & O'Neil EnviroScience, LLC (JS)

- **BOLDED NAMES ARE VOTING MEMBERS**

Item	Description	OPR	Due Date
1-1	Call to Order: The meeting of the Municipal Facilities Building Advisory Group was called to order at 7:02		
2-1	Approval of Agenda: EB Motioned to approve the agenda with DM as a second. All voted approval		
3-1	Approval of Minutes from July 24, 2014: EB made a motion to approve the meetings minutes noting that the date on the agenda of August 14, 2014 was incorrect and the correct date was July 24, 2014. The Aug 14 th CS seconded the motion. 5 voted to approve with VG abstention		
4-1	Introduction of new members: Everyone present had introduced themselves with Vincent Garofalo as the newest member.		
4-2	David Nelson requested that he become the alternate member		

	and Vincent be the primary. MW would bring this up to the BOS but did not foresee any issues.		
5-1	Discussion on Election of Chairman and Secretary This item was tabled		
6-1	<p>Project Discussion:</p> <p>Fuss & O'Neil EnviroScience, LLC representatives Jarid Smith and Bob May discussed the preliminary findings of the recent sample testing. These testes were to increase the knowledge of the Hazardous materials found from earlier reports:</p> <ul style="list-style-type: none"> -104 samples were taken in the Ray Hale Building, the building additions around 1941,1968,1952,1980. 22 samples were returned with PCB readings of greater than 1 ppm and 7 samples greater than 50 ppm. -Items tested to be greater than 50 ppm are regulated by the federal EPA standards. -Items tested to be greater than 1 ppm are regulated by the State of Connecticut's DEEP. -Items found to be greater than 50 ppm included: <ul style="list-style-type: none"> -Exterior window caulk in the 1941 addition -Exterior window sills in the 1041 addition -Tar found behind the expansion joint between the greenhouse and the building. -White caulk found in the expansion joint at the greenhouse -Exterior door caulking -White paint at the greenhouse floor and walls -Caulk at the 1952 gym windows 		
6-2	Next step in testing is to check further to see how far the contamination extends into the adjacent materials. This can begin with authorization from the town. CM noted that the Board of Finance (August 29 th) and during the town meeting (October 16 th) the funds to perform this work was approved. CM noted that he would follow up with Fuss and O'Neil to ensure that next round of testing and results are ready for our next meeting.		
7	Old Business		
7-1	<p>David Stein from Silver Petrucelli showed two options:</p> <ul style="list-style-type: none"> -Both included demolition of the Ray Hale part of the building. -Option one – included the remaining spaces that were shown on his presentation. This reduced the space to around 25,000 sf. He noted that ramps on the lower 		

	<p>levels will still be necessary.</p> <ul style="list-style-type: none"> -Option 2 included adding the Chatham Health District within the building. This would not be possible unless organizations within the existing footprint were removed to be replaced by Chatham Health District. Option 2 displayed an addition that would include the police on the lower level with Chatham Health District on the upper level. Adding approximately 5,000 sf -His presentation included a potential site plan noting that the setbacks from the property lines were much better. 		
7-2	<p>Comments from the members:</p> <ul style="list-style-type: none"> -Probate and possibly Youth and Family Services will not require space in this building. It was also noted that the Food Bank may stay where they are presently. So the police and Chatham Health District may occupy these spaces. CM/MW to follow up with these groups. -It was noted that Emergency Management offices would still be needed. -DN noted that the real Town Hall Services (i.e.: Town Clerk, Tax Assessor and Tax Collector, vault) are the furthest for the front door and should be closer to the front door with the auxiliary services further away. -The entrance to the IT department thru the Food Bank would not be acceptable. -Exterior storage for Town vehicle, equipment and police cars and equipment would still be necessary. 		
8	New Business:		
8-1	<p>With the intent to have a referendum on or around February 15, 2015. This would require a town meeting to call for a referendum the first week in February. This would require the BOS to call for a town meeting third week in January. Which in-turn would require this committee to be able to have two public meetings in December 2014. The design team will need to produce schematic plans and the construction team to price these by the last meeting in November of the MFBAG. Our next meeting. Group agreed that public meetings in December will be a scheduling issue and should happen in January. This schedule will most likely need to be pushed out at least one month.</p>		
8-2	<p>Next steps:</p> <ol style="list-style-type: none"> 1. Further Hazardous testing to come up with an 	F&O	

	abatement plan. 2. Actually price up the latest schematic plans. Need Hazardous Abatement plan) 3. Decision on demoing Ray portion of Building	O&G	
9	Audience of citizens - No comments		
10	Next meeting will be 10/13/14 at 7:00 at the Grange Meeting hall		
11	A motion to adjourn was made and the meeting was adjourned at 8:24pm.		

Submitted as approved via Committee on _____, for the record:

Secretary: _____ Date _____

DRAFT