

**PUBLIC BUILDING COMMITTEE**  
**TOWN OF SIMSBURY**

Minutes of the Regular Meeting  
January 8, 2024  
*Subject to Approval*

There being a quorum present, Acting Chair Egan called the Regular Meeting of the Public Building Committee to order at 7:05 p.m., conducted via Zoom. The meeting was streamed live on Simsbury Community Television.

Present

- |  |   |
|--|---|
| <input type="checkbox"/> Mr. David Soskin                | <input type="checkbox"/> Mr. John Salvatore           |
| <input checked="" type="checkbox"/> Mr. Michael Egan     | <input checked="" type="checkbox"/> Mr. Ryan Burns    |
| <input checked="" type="checkbox"/> Mr. Lucian Dragulski | <input checked="" type="checkbox"/> Mr. William Clegg |
| <input type="checkbox"/> Mr. Richard Derr                | <input type="checkbox"/> Mr. David Moore              |
| <input checked="" type="checkbox"/> Ms. Dagny Griswold   |   |

1 Guests

2 **Simsbury Engineering Department:** Thomas J. Roy, PE, Director of Public Works/Town  
3 Engineer

4 **Simsbury Public Schools:** Michael Luzietti, Principal, Jason Casey, Director of Infrastructure  
5 and Technology and Neil Sullivan, Assistant Superintendent for Administration

6 **Tecton:** Justin Hopkins, Architect and Rachel Pepin

7 **Arcadis:** John Butkus, Senior Program Manager and Zach Machold, Onsite Project Manager

8 **O&G:** Jay Lucarelli and David Pariseault, Project Managers and David Cravanzola

9

10 Prior to formal business, Acting Chair Egan welcomed Ms. Griswold, the newest member of the  
11 Public Building Committee, and thanked her for her service.

12

13 **1. PUBLIC AUDIENCE**

14 There were no public audience comments.

15 **2. MINUTES OF THE DECEMBER 4, 2023, REGULAR MEETING**

16 *Mr. Dragulski made a motion to approve the Meeting Minutes as submitted. Mr. Clegg seconded*  
17 *the motion, and it passed unanimously. Mr. Burns abstained from voting.*

18 **3. LATIMER LANE RENOVATION**

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20

21 **a. Arcadis Report**

22 Mr. Machold reported that construction has continued throughout the month of December, and  
23 that construction is currently anticipated for completion in Autumn 2024. A 90-day look ahead  
24 schedule was provided for the committee. There have been no major budget changes and currently,  
25 they have expended 56.3% of the overall budget and 63.2% of the owner's contingency.

26 **b. Tecton Report**

27 For the month of December, Mr. Hopkins reported a total of 10 new construction RFIs, for a total  
28 of 226, and 2 new submittals, for a total of 425. Tecton held several meetings, including FF&E  
29 and technology meetings. Mr. Hopkins updated the successful Phase 1 turnover that occurred over  
30 the holiday break. For the PBC February meeting, the committee can expect a presentation on bid  
31 packages for FF&E and technology, which will need a formal action taken by the committee.

32 Mr. Clegg inquired about the FF&E budget, to which Mr. Hopkins shared that they remain on  
33 budget and anticipate providing more information in February related to FF&E.

34 Prior to O&G's report, Mr. Sullivan acknowledged Principal Luzietti has done a great job  
35 repurposing furniture for other schools. They've been very conscious about what furniture is not  
36 reusable versus what pieces can be used to benefit other area schools. The committee commended  
37 Principal Luzietti's furniture, fixtures, and equipment vision for the greater good and  
38 sustainability.

39 **c. O&G Report**

40 Mr. Pariseault began by acknowledging his appreciation for a tour of the school to view its status.  
41 He provided a brief update on the turnover of Phase 1, which should be fully completed by  
42 January 19.

43 For Phase 2, the work is approximately 5% complete. For Phase 2A, abatement has been completed  
44 and later this week, abatement will commence for Phase 2B with the work anticipated to be  
45 completed in a couple of weeks. During the next few weeks, demolition and mechanical for Phase  
46 2A will be wrapping up. Relating to the budget, they have approximately \$653,000 remaining in  
47 contingency. The goal is turnover Phase 2A during the April spring break.

48 **d. Request for Purchase Orders**

49 *Mr. Burns made a motion to approve TRC's purchase order request increase of \$29,500.00 to*  
50 *continue environmental consulting services for the upcoming scheduled abatement monitoring.*  
51 *Mr. Clegg seconded the motion, and it passed unanimously.*

52 *Mr. Burns made a motion to approve Connecticut Communications purchase order increase*  
53 *request of \$8,765.00 to continue their phone system service work. Mr. Dragulski seconded the*  
54 *motion, and it passed unanimously.*

55

56 **e. Proposed Change Orders (PCOs)**

57 *Mr. Burns made a motion to approve the zero-dollar PCO-136 (R1). Mr. Clegg seconded the*  
58 *motion, and it passed unanimously.*

59 *Mr. Clegg made a motion to approve the zero-dollar PCO-139. Mr. Burns seconded the motion,*  
60 *and it passed unanimously.*

61 *Mr. Burns made a motion to approve the zero-dollar PCO-153. Mr. Clegg seconded the motion,*  
62 *and it passed unanimously.*

63 *Mr. Burns made a motion to approve the zero-dollar PCO-154. Mr. Clegg seconded the motion,*  
64 *and it passed unanimously.*

65 *Mr. Burns made a motion to approve the zero-dollar PCO-155. Mr. Clegg seconded the motion,*  
66 *and it passed unanimously.*

67 *Mr. Clegg made a motion to approve the zero-dollar PCO-157. Mr. Burns seconded the motion,*  
68 *and it passed unanimously.*

69 *Mr. Burns made a motion to approve the zero-dollar PCO-158. Mr. Clegg seconded the motion,*  
70 *and it passed unanimously.*

71 *Mr. Burns made a motion to approve PCO-162 in the amount of \$889.00. Mr. Dragulski*  
72 *seconded the motion, and it passed unanimously.*

73 *Mr. Burns made a motion to approve the zero-dollar PCO-165 (R1). Mr. Dragulski seconded*  
74 *the motion, and it passed unanimously.*

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76 **f. Tecton Invoice #46870**

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78 *Mr. Dragulski made a motion to approve the payment of Tecton Invoice #46870, dated*  
79 *12/31/2023, in the amount of \$21,373.00. Mr. Burns seconded the motion, and it passed*  
80 *unanimously.*

81

82 **g. Tri State Materials Invoice #TSMT13145**

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84 *Mr. Burns made a motion to approve Tri State Materials Invoice #TSMT13145, dated*  
85 *12/26/23, in the amount of \$785.50. Mr. Clegg seconded the motion, and it passed*  
86 *unanimously.*

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88 **h. Meyer Invoice #220-051782**

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90 *Mr. Clegg a motion to approve Meyer Invoice 220-051782, dated 11/30/23, in the amount of*  
91 *\$100.80. Mr. Burns seconded the motion, and it passed unanimously.*

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93

94 **i. Meyer Invoice #220-052314**

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96 *Mr. Clegg a motion to approve Meyer Invoice 220-052314, dated 12/31/23, in the amount of*  
97 *\$10,451.00. Mr. Burns seconded the motion, and it passed unanimously.*  
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99 **j. TRC Invoice #610749**

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101 *Mr. Clegg made a motion to approve TRC Invoice 610749, dated 9/18/23, in the amount of*  
102 *\$1,574.00. Mr. Burns seconded the motion, and it passed unanimously.*  
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104 **k. TRC Invoice #623767**

105  
106 *Mr. Burns made a motion to approve TRC Invoice 623767, dated 12/6/23, in the amount of*  
107 *\$2,850.00. Mr. Clegg seconded the motion, and it passed unanimously.*  
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109 **l. TRC Invoice #628175**

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111 *Mr. Burns made a motion to approve TRC Invoice 628175, dated 1/4/24, in the amount of*  
112 *\$10,041.00. Mr. Clegg seconded the motion, and it passed unanimously.*  
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114 **m. Sustainable Engineering Solutions Invoice #4252**

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116 *Mr. Burns made a motion to approve Sustainable Engineering Solutions Invoice #4252, dated*  
117 *12/15/2023, in the amount of \$1,800.00. Mr. Clegg seconded the motion, and it passed*  
118 *unanimously.*  
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120 **n. O&G Pay Application #13**

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122 *Mr. Burns made a motion to approve the payment of O&G Payment Application #13, dated*  
123 *1/02/2024, in the amount of \$893,933.68. Mr. Dragulski seconded the motion, and it passed*  
124 *unanimously.*  
125

126 **4. ENO Memorial Hall HVAC Upgrade Project**

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128 Tom Roy, director of public works and town engineer, gave an update on the status of the ENO  
129 Memorial Hall HVAC upgrade project, in which he informed the committee that the project is  
130 anticipated to be pushed to FY26, and a decision will be made soon on whether the project will  
131 be managed by the public building committee or elsewhere.  
132

133 **5. Additional Discussion**

134 Mr. Machold wished to discuss issues with the ceilings in the classrooms for the Latimer Lane  
135 project and the proposed solutions. Mr. Machold requested the committee to grant permission for  
136 O&G to proceed with putting drywall up in the classrooms and to accept the associated costs prior  
137 to having an approved change order. The anticipated cost to move forward with the project is  
138 approximately \$180,000.

139 The committee acknowledged concerns over the process and authorizing the expenditure prior to  
140 any formal change order review. Following further discussion, the committee elected to proceed.

141 *Mr. Burns made a motion to authorize work to proceed on the project at a cost not to exceed*  
142 *\$200,000. Mr. Dragulski seconded the motion, and it passed unanimously.*

143 **ADJOURNMENT**

144 *Mr. Clegg made a motion to adjourn the meeting at 8:15 p.m. Mr. Dragulski seconded the*  
145 *motion, and it passed unanimously.*

146 Respectfully submitted,

147 Tom Yelich