**Town of Essex**

**29 West Avenue**

**Essex, CT – Meeting Room A**

**Building Committee**

**Joint Meeting with Board of Selectmen**

**June 3, 2015**

**MINUTES**

Board of Selectmen in attendance:

Norman Needleman, First Selectman

Bruce Glowac, Selectman

Building Committee members in attendance:

Bruce Glowac

Kelly Sterner

Leigh Rankin

Others: Paul D, CREC

Eric Bartone, Energy Consultant, DBS Energy

Tom Fitzgerald, Essex Elementary School

Meeting called to order by Bruce Glowac at 8:07 a.m.

***Kelly Sterner moved to approve the minutes of 5/20/15, seconded by Leigh Rankin. Motion Passed.***

New Business:

1. Review of Essex Elementary School Roof bids:

Paul Drummey discussed the walk thru that took place on 5/20 with five vendors.

He then discussed the various addendums that went out, they were as follows:

1. First one being on Thursday, 5/21 an addendum regarding the ballasts and other requirements.
2. Wednesday, 5/27 second addendum containing prevailing wages and clarity of roof insulation.
3. Friday, 5/29 – bids read aloud from the following Vendors:
   1. Silktown
   2. Commercial Roofing
   3. Imperial & Co.
   4. Titan Roofing
   5. Allied (did not submit a bid)

On Friday afternoon after the bid openings, Paul Drummey, Bruce Glowac, Tom Fitzgerald and Scott Jeffery met to discuss summer coordination with regards to the summer programs occupying the facility.

Monday, June 1st Paul met with John McConville from Silktown Roofing, Mark Malcarne and Tom Hibbard met at HRA in Middletown. Silktown understands the requirement and is qualified to do the job. Submittals will be complete by Friday. Paul reconfirmed that CREC agreed Silktown was the apparent low bidder and that they are qualified.

Monday, June 3rd at 9:30 a.m. Paul will meet with Silktown along with their safety officer to complete a safety coordination plan for the board and for Scott Jeffery to approve. A schedule will be submitted to Paul and the Building Committee.

It will take at least one week to vacuum the roof and one week to take it off. Some of the work will be going on while the summer program is in session. Park & Recreation will rearrange their location(s) to work around this construction. They would just appreciate as much lead time as possible.

1. Vote to Select Contractor for Elementary School Roof Project

***Leigh Ranking moved to enter into a contract with Silktown Roofing for the Essex Elementary School Roof and authorize Chairman Bruce Glowac to finalize and negotiate the final contracts and sign them, seconded by Kelly Sterner. Motion Passed.***

***Kelly Sterner moved to give Silktown notice to proceed at risk, seconded by Leigh Rankin. Motion Passed.***

1. CREC Report – Paul Drummey’s report is stated above.
2. Solar presentation – Ed Bartone presented Solar design for a possible Solar system for the school, he distributed 3 handouts – Integrated Solar Photovoltaic Systems at the EES, Financial Benefits of Solar Photovoltaics AT EES and a Financial Benefits/Costs comparison.

Basically the presentation overview contained the following:

Roof-top ballasted solar photovoltaic system  
 - Approximately (530) Solar PV modules

* Grid-interconnected with Utility Net Metering
* Micro inverter platform design
  + Maximize electricity production
  + Safety aspects of an AC system

Financial Impacts:

* Provides a fixed price for electricity over life of system
  + $0.076/KWh over life of system

Bruce asked if the solar project could be piggy-backed onto the roof project and both Paul and Ed said no. It would require to be submitted as a separate project. They also indicated that this would need to be filed asap in order to get it through a school building project for funding.

Bruce stated that what was being proposed was an outright purchase of the system and inquired about a PPA (a power purchase agreement). Ed does not believe that a PPA would be advantageous. Bruce asked him to look at it and provide a comparison so that the Building Committee could review it. Ed agreed and will put a proposal together and summary sheet.

Ed Bartone exited the meeting.

Old Business:

1. Time line – reviewed earlier and additional information is listed below.

Other Business:

Bruce Glowac updated Norman on the bid proposal in that we have moved that Silktown was the contractor of choice. He indicated everything with this project appears to be on track.

Discussion took place regarding the Services of CME regarding the Town Hall renovations.

***Bruce Glowac made a motion that the Building Committee work in conjunction with the First Selectmen’s office to act as the General Contractor on the town hall renovation projects and that we enter into discussions with Riggio Construction for phasing the work, seconded by Kelly Sterner. Motion Passed.***

Norman suggests this project include the development of an “as built” of the Town hall project so that we have it for the future.

Other roof projects and timelines:

Paul indicated that at this point the Town Hall Roof and the Town Garage improvement will be bundled for a possible September/October start. The vendors are currently busy with other projects. Bruce asked for a timeline including the RFP and for that to be placed on the calendar.

Other School projects:

Paving – Tom Fitzgerald spoke to B&L. They may be willing to draw up specs if we need them to. This project should go out to bid per Bruce. Bruce suggested to start pulling info together from previous jobs and get moving on it.

A/C: Thermometrics is willing to come and do what we want. They would probably start off by doing a couple of offices or Conference Room A first.

Leigh Rankin will take the lead on coordinating with Thermometrics.

Kelly Sterner talked about the building at Public Works and inquired as to whether or not Leigh had contacted anyone on possible alternatives as yet. She indicated she needs to follow up. Kelly will send Leigh the drawing from Dave Caroline for the Public Works garage.

Adjournment:

***Kelly Sterner moved to adjourn the meeting at 9:05 a.m., seconded by Leigh Rankin. Motion Passed.***

Respectfully submitted,

Yvonne Roziak

Recording Secretary