

## TOWN GARAGE BUILDING COMMITTEE

### MEETING MINUTES

May 5, 2011

### BARKHAMSTED TOWN HALL

Members in attendance were Peter Bakker, Paul Duran, Bill LeGeyt, Al Neumann, Rich Novak (alternate), Carmen Smith, Don Stein, Gary Stewart (alternate) and Bob Zematis. Linda Persechino (alternate) was absent.

Also present were Allan Borghesi and Gary Capitanio of Borghesi Building.

The meeting was called to order at 7:00 PM.

On a motion made by Bill LeGeyt/seconded by Peter Bakker, the minutes of April 13, 2011 were approved unanimously.

On a motion made by Don Stein, seconded by Peter Bakker, the minutes of April 28 were approved unanimously. Al Neumann, Bill LeGeyt, Gary Stewart and Bob Zematis abstained.

The balance of the meeting was devoted to reviewing the building design, floor plan, color selections, costs, schedule and cash flow.

- Al Neumann requested that Borghesi provide 15% additional stock of siding for repairs when the siding is damaged. Borghesi agreed to provide the requested material.
- On a motion made by Carmen Smith, seconded by Paul Duran, the color selection listed in the minutes of April 28, was approved unanimously. There is still an open issue regarding the texture and width of the shakes. On a motion made by Bob Zematis, seconded by Gary Stewart, and passed unanimously, the subcommittee was authorized to finalize this decision.
- Allan Borghesi provide chips of the garage roof material, which is an aluminum alloy, called "Galvalum". This material is not painted and tends to be very durable. Allan provided a caution on how to patch the roof if there is a break and said that they can provide help in repairs.
- On a motion made by Gary Stewart, seconded by Peter Bakker, and passed unanimously, a decision was made to match the gutters and trim to the siding colors on the garage and to the roof color on the office.
- A discussion was held on whether the boiler room was big enough for either a conventional oil-fired boiler or one which uses waste oil. An action was taken that the subcommittee, at a meeting scheduled for May 17 at 3:00 PM, review the office building floor plan and select a boiler. Their recommendations would be forwarded to the full committee at their June meeting.
- Questions that arose relative to the heating system included:
  - Efficiency of the waste oil boiler and the amount of maintenance and extra labor required if one were installed (*Note: per the manufacturer, the waste oil boiler is rated new at 85% with #2 heating oil and about 87% with waste oil due to the higher Btu content. Both degrade as the boiler becomes dirty. Maintenance with the waste oil boiler is required every 750-1000 hours of operation, with the recommendation to perform the cleaning at 500 hours.*)

*Waste oil can also be bought for \$1 per gallon from the company that picks up the oil.)*

- Gary Stewart had questions regarding the layout of the radiant heat and requested that the engineering of that system be reviewed by the committee.
- Don Stein and Rich Novak will make a recommendation as to whether the town will do any of the drainage work or whether we will pay Borghesi to do the pipe removal and installation. They will also recommend whether the town should remove the old foundation or have Borghesi perform that task.
- At the meeting scheduled for May 17, the committee will review the office space and storage layout. A request was also made to consider a small kitchen in the meeting room.
- Per Borghesi, the exterior walls, including window placement, and the interior walls, including plumbing and electricity, need to be defined at the June 2 regular meeting.
- The contract with Borghesi will need to include the spreadsheet, which defines the costs, and the annotated RFP and proposal to reflect the actual scope of work.
- Borghesi provided a preliminary schedule and cash flow which shows that the town can wait until after the end of this fiscal year to borrow and that the old town garage will be demolished in June. The Highway Department will make plans to accommodate that schedule with temporary office space and storage. The plan is for the garage to be complete and ready for use by November 1, with the full project complete by December 21.

The meeting was adjourned at 9:35 PM.

Respectfully submitted,

Donald S. Stein  
First Selectman