

PENFIELD BUILDING COMMITTEE
REGULAR MEETING
Thursday, January 9, 2014 at 8:30 am
Sullivan Independence Hall, 1st floor Conference Room
725 Old Post Road, Fairfield, CT 06824
penfieldcommittee@town.fairfield.ct.us

Members Present: James Bradley William Sapone Andrew Graceffa
Ian Bass Rich Speciale (via Skype) Ellery Plotkin
Ken Jones Jane Nelson Robert Bellitto Jr.

Also Present: Gerry Lombardo-Parks & Recreation, Joseph Michelangelo-Public Works, Twig Holland-Purchasing and members of the public

1. Call to Order

The meeting was called to order by Chairman Bradley at 6:01 p.m.

2. Confirmation Quorum –

As all Committee Members were present, there was a quorum.

3. Confirmation of Meeting Agenda

The members accepted and confirmed the meeting agenda.

4. Approve Minutes of December 12, 2013 Organizational Meeting

The Chairman asked if there were any changes to be made to the minutes. There being none, the minutes were approved.

December 20, 2013 Site Meeting

The reading of Minutes was waived and the Chairman asked if any changes or corrections were needed to the minutes. Mr. Jones questioned the notation concerning the regulation guidelines on raising floor from 12' to 14'. He thought it was more than 2'. Mr. Michelangelo said it depended on the lowest structure, not the floor. After some discussion, it was decided that the minutes did not need to be amended, and the minutes were approved.

5. Organizational Matters:

a) Confirmation of meeting dates for 2014 -

There was a discussion on the approved meeting schedule, consisting of two meetings per month, the 2nd and 4th Thursdays of each month except November, the meeting moved to Tuesday of that week, and no meeting scheduled for the 4th Thursday of December. This schedule was provided to the Town Clerk in a letter dated 12/19/13.

b) Confirmation of meeting duration –

The committee then discussed having a set meeting duration, and Mr. Bellitto suggested a two hour curfew, and Mr. Sapone suggested that the committee attempt to adjourn at 8:00 p.m., it being understood that at some times, longer duration meetings may be required. After some discussion, all the committee members agreed to limit the meetings to two hours.

c) Establish public comment protocol –

There then was a discussion on the taking of public comment. It was suggested that public comment be taken at the end of each meeting, and it was agreed that public comment will be scheduled as the last agenda item. There was then a discussion on limiting the length of public comment and the content. It was decided by the committee to generally limit comment to agenda items, and the time to about 2-3 minutes, it being

understood that public comment must be respectful, and that taking public comment is not a basis for reopening a discussion.

d) Suggested PBC website -

Mr. Sapone is working with Kathleen Griffin on developing a more user friendly website, to provide access to committee documents and information.

e) Protocol regarding communications addressed to PBC -

A dedicated email address has been set up for the PBC to be included in the agenda and minutes header so the committee can receive direct communications. It was discussed that if a Committee Member receives an individual email, it should be acknowledged and passed through to the PBC official email address for distribution to committee members. This is to preserve an email communication record. It was again emphasized that the committee can only conduct business during a meeting with a quorum present, and members cannot engage in email discussions of committee business.

f) Establishment of PBC record documents – historical and future –

It was discussed that all records will be posted for public access on the website. It is expected that documents will be coded for easier identification. There will also be an attempt to provide direct access to the Minutes and Agendas of the PBC.

g) Protocol regarding dissemination of information

Dissemination of documents will be via the website.

h) Other-No discussion had.

6. Discussion and comments regarding December 20, 2013 site visit

Mr. Sapone asked about the bulkhead design. Mr. Michelangelo has the original plan and specifications and he will arrange to provide the information to the committee. He also agreed to provide an index of other documents from the prior building committee as well as on the engineering studies done. He stated that the bulkhead was designed and built in March 2012 by separate bid/contract and completed April/June 2012.

Mr. Bass said the majority of the damage appeared to be caused by scouring from the outgoing flood tide. He requested investigating the tidal charts for the period during storm Sandy. Mr. Sapone said there should be photos of the pavilion before and right after the storm, as it appeared to him after the storm that water had flowed under the bulkhead. Mr. Bellitto said he toured with the Board of Finance and there were deep gulleys, massive craters, uneven/hanging pilings, and the scene was very dramatic.

Mr. Bradley asked Mr. Michelangelo if there is any documented history. He said they have photos of post Irene and post Sandy damage, and construction drawings. He also has construction photos, which he will provide to the committee.

Mr. Sapone brought up fire safety and security of the building. Both systems are not presently in operation, as the power has been turned off. Mr. Michelangelo stated that he will check with the Fire Marshal and insurance company as to whether the building is adequately protected. As all electricity, water, phone and heat have been shut off to building, it was thought that the building was safe.

The committee believed it important to protect the building, and so wanted Mr. Michelangelo to determine whether it would be possible to energize the existing alarm system even on a temporary basis. The PBC doesn't want to tell public works how to protect their building, but there is a concern. Mr. Bellitto asked what the town's plan is to keep people out. Mr. Bass asked if the town reached out to the insurance company, and whether requirements differ on an abandoned building vs. occupied. Mr. Graceffa would like to get reports from the town departments on the safety and security of the building, and the Chairman stated that he will send a request for more information to Mr. Michelangelo.

7. Presentation of Draft PBC Process Flow Chart and discussion of initial PBC priorities

Mr. Bradley then presented a flow chart to provide an overview of the process the building committee should follow, to identify each incremental step in the process. It will change over time, but it is a good start to see the steps of the process.

Mr. Graceffa said the public expects the committee to do the project well, cheap and fast, but only two of these are possible. Mr. Sapone said the committee should keep in mind that the public would like to use the facility asap, and it may be worth considering if it is possible to make at least some areas accessible using temporary measures. Mr. Bradley thought the committee could consider how to expedite partial use, such as of restrooms, showers or lockers, but the committee would have to look at the costs involved.

8. Status of any existing ongoing contracts or agreements for professional services

The committee then discussed that the charge allows the committee to hire professional to advise the committee. Mr. Michelangelo said the town is not under contract with anyone, and the Committee is free to use whoever they want going forward.

There then was a discussion of the engineering work completed previously, and of the specific service providers. Mr. Michelangelo described how the services were awarded. There was a request for proposals following Sandy, in December 2012 or January 2013, seeking design consultants. Three were received. Mr. Michelangelo forwarded this information to Mr. Bradley. Mr. Bass asked if the original design team was consulted for their opinion on the reason the pavilion suffered so much damage, but they were not. Ms. Nelson asked if we could ask the original group to do so and this was discussed.

The committee then briefly discussed the previous construction. The first phase was construction of the locker room wing, which was done directly by town. For the second phase, the main room and kitchen wing, a building committee was formed to direct the work. George Wiles was the architect of record in Phase I and II.

Mr. Bradley then said we needed to receive presentations from the consultants. There then was a discussion on the fact that after Irene, scouring was minimal, no cavern created and Mr. Sapone was concerned that effects of the bulkhead on scouring under the pavilion was not considered in the reports and if not addresses, there could be another significant scour event in the future.

After some discussion, it was decided that the committee needed more information on the coastal conditions, and requested that they first hear from the coastal engineering consultant, rather than the structural engineer, so that the conditions causing the scouring could be further investigated. Mr. Graceffa would question them as to why was it so bad and so localized, and possibly look at culpability. Mr. Bradley said we need to know "why" to determine future design. Mr. Bellitto said possibly the pilings were not driven down far enough, and we shouldn't dismiss if there is negligence. Mr. Sapone said culpability is for the Town Attorney not the building committee. Mr. Bellitto said we are coming up with numbers and the RTM will have questions, we'll need answers. We need to know what went wrong. Ms. Nelson said she reviewed the piling calculation report and found it uninformative.

9. Discussion regarding future presentation by professional engineers regarding storm damage and recommendations – Committee –

The Committee would like a presentation from the coastal and structural engineers to explain their reports, and to answer questions. Mr. Michelangelo said there would be no fee for the structural engineer or coastal engineer to appear and present information to the committee. The Committee agreed that they first want a presentation from Race, the coastal engineer, regarding their report, underlying issues and coastal challenges we have. Coastal engineer is the first priority then will follow the structural engineer.

10. Old Business – None at this time.

11. New Business

It was decided that letters and emails, if any discussion is needed, will be taken up as part of new business. If a member wants to discuss an email, they should bring it up at that time as New Business.

Public Comment

Ken Camaro congratulated the committee members on accepting this assignment. He referenced a letter he sent and stated that he participated in the site visit, and believed the pavilion could be put back in service by June 2014. He also would like to see the pavilion protected, as it is a structural tinderbox.

Ms. Christian (218 Puritan Rd) stated that the coastal challenges are absolutely where the PBC should begin. We need to protect coastline like NJ has enacted and NY is doing along LI.

Jared Sales (481 Saddlevue Rd) said he was concerned about getting a higher safety fence with small links, so feet can't get in and kids could not hop over.

Jim Gallagher (Congress St) was on the previous building committee and stated that he was concerned about unfounded allegation on culpability. He mentioned that the old Sun Haven building had no pilings or footings, just cinderblocks directly on sand, and stood for 100 years. He was disappointed no one had a discussion with the previous architect or engineer. Mr. Wiles designed the pavilion before the bulkhead was installed, which caused a tremendous amount of scouring. He also said that there were security cameras around the building, monitored by the police department which should be reactivated.

Mr. Camaro said that the electrical system could be powered up with selected circuit breakers removed.

12. **Executive Session:** Mr. Sapone motioned to adjourn to Executive Session at 7:39 p.m., Mr. Bass 2nd, and the committee went into executive session.

a) Presentation regarding current status of storm damage insurance claim – Eileen Kennelly and Scott Anderson.

A motion to close the executive session and to reconvene in public was made by Mr. Sapone at 8:30 PM, Ms. Nelson seconded

13. **Adjournment** Mr. Sapone motioned to adjourn, Mr. Jones 2nd, and the meeting adjourned at 8:34 p.m.