

**PENFIELD BUILDING COMMITTEE
REGULAR MEETING MINUTES
Thursday, March 27, 2014 at 6:00 p.m.
Sullivan Independence Hall
1st floor Conference Room
725 Old Post Road, Fairfield, CT 06824
penfieldcommittee@town.fairfield.ct.us**

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

Members Absent: Ken Jones

Also Present: Joseph Michelangelo-Public Works, Thomas Steinke-
Conservation, Gerry Lombardo-Parks & Recreation,
Twig Holland-Purchasing, Phil Ryan-Purchasing

1. **Call to Order** – The meeting was called to order by Chairman Bradley at 6:05 p.m.
2. **Confirmation of Quorum** – There was a quorum.
3. **Confirmation of Meeting Agenda** – The members accepted and confirmed agenda.
4. **Approve Minutes of March 13, 2014 meeting** – The Chairman asked if there were any changes to be made to the minutes. There being none, minutes were approved.
5. **Organizational matters** – Review of Draft Committee Schedule – The Chair recommended passing this item due to the long agenda, and the committee agreed.
6. **Update on electrical/security systems by Joseph Michelangelo, Director of Public Works, continuing discussion on area flooding and building construction**
Joe Michelangelo gave an update on the safety and security plan for the damaged Penfield Pavilion. The heat and motion alarms are now operable. New more secure fencing has been installed except for a 75' area which will be finished in the next few days. Yankee Electric submitted their report on the electrical survey to J. Michelangelo, who will review and present to the committee at the next meeting.
7. **Presentation by the Flood and Erosion Board on future plans regarding area flooding** – Rick Grauer answered questions about a written report that was submitted to the Committee at the conclusion of the March 13, 2014 meeting. His commission is working on a Master Plan to protect the beach area. They are working with Tight & Bond and will be seeking grants to provide flood protection. Mr. Grauer made a presentation regarding neighborhood flooding as requested by the Committee. He noted that there are approximately 600 homes in the area that can be subjected to periodic flooding. Mr. Grauer provided background on chronic flooding and drainage issues, goals of Flood and Erosion and need to keep working towards a comprehensive

solution. Mr. Grauer requested the Committee to take into consideration elevations under and around the Pavilion so as not to exacerbate future flooding. There are multiple low areas along the beach that contribute to flooding, at or below 8.5 ft., lower in elevation than the present Pavilion, with an elevation of 10-11 ft. Mr. Plotkin noted that he was on the original Building Committee and there was always a flooding problem. Any time flood levels reach about 8.5, there will be area flooding. Mr. Sapone noted that even if a barrier was created at 12.0 ft around the pavilion, there would still be area flooding. It was mentioned that FEMA requirements involve flow through rather than resistance to flood waters that could contribute to flooding, and backstopping the pavilion was discussed as a possible option. Mr. Grauer was encouraged by the work of the Committee and recommended a finished site elevation of 12.0. Mr. Bradley thanked Mr. Grauer for his report and presentation and insights and said Committee welcomed his input.

8. Presentation and discussion regarding Conservation issues by Tom Steinke

Tom Steinke gave a presentation on a report dated March 26, 2014 that had been distributed to town departments and was made available to committee members. He outlined a history of the constantly changing shoreline and the vanishing sand supply. Shoreline areas, including Fairfield, have built jetties for protection from tidal action and have had sand pumped in from time to time to replenish what has shifted away. He noted that years ago, the salt marshes had been filled in and houses built in the flood plain. Mr. Steinke described a Corp of Engineers report from 1959, which described how the beach front was enlarged and two groins added at Ask Creek and Lantern Point to stop loss of the beach in front of the previous Sun Haven pavilion, which stood from about 1913 until the recent renovations. Prior to the engineering work, beach loss was advancing at about 1.4 ft. per year. After completion and through today, the average beach loss has been at around 0.4 ft. per year. From 1959, when the beach front was extended by the Corp. to 100 ft, there has been a loss of 20 ft, so currently the beach front is 80 ft. For comparison, the beach in front of the Sun Haven pavilion was about 25 ft. before the beach front was extended to 100 ft. The Corp report indicated that periodic replenishment of the beach would be required, and there has been replenishment using sand dredged from channels and creeks.

Mr. Steinke discussed the geological make up of the beach with marshland below and noted that the beach areas no longer benefited from replenishment from rivers and off shore sand bars. Mr. Steinke noted that the immediate offshore areas were deeper than the past and this condition helped diminished replenishment. He discussed the existing site features using an aerial photograph, noting conditions and elevations of adjoining properties. Conservation would be concerned if the project impacted the areas across the road. He also commented that the existing bulkhead protects the building however the structure can have a negative impact on beach retention. Mr. Bradley thanked Mr. Steinke for his initial report and the presentation.

9. Discussion, review and action on Requests for Proposals (RFP's) for Professional Services – Twig Holland presented the committee with two updated RFP's, which the committee reviewed and discussed. There was a discussion concerning the scope of the estimator proposal, and it was agreed that after estimating, the committee would have the option to rebid for construction management services. T. Holland said construction management firms have small project divisions for estimating services, and so we could bid the entire project, in phases, and retain the option to rebid after the estimating was completed. Ms. Holland expects at least 4-5 proposals for each RFP, then possibly a short list and an interview before the final selection is made. The only items needing input were dates for completing the selection process. It was agreed by the committee that Ms. Holland will work with Mr. Bradley to set the dates. A motion was then made by Mr. Bellitto to approve Bid #2014-58 RFP for Professional Services, A. Graceffa 2nd, and the motion passed unanimously. Mr. Sapone motioned to approve RFP 2014-65, Mr. Bellitto 2nd, and the motion passed unanimously. It was agreed that the RFP's should be posted as soon as possible.

10. Old Business – There was a request by a committee member for a follow-up insurance settlement update at the next meeting

11. New Business – None discussed.

12. Public Comment – Mr. Camaro advised the committee that he had photos of sand accretion that he would share with the committee, and that the pavilion actually looks over a lagoon.

Melvin Silverman, of Rowland Road, advised the committee that there are no check valves in the drainage system, and the committee should consider a pump station to move water out of the area quickly. He asked about footing drains.

Alyssa Israel would like to see the building moved back and raised, and an extension of the natural barrier scrub pines and a hydraulic pump installed under the building for drainage.

13. Adjourn- J. Bradley motioned to adjourn, R. Bellitto 2nd, and the meeting adjourned at 8:13 p.m.

Respectfully submitted,

Sheila Tesei