



TOWN OF BERLIN
PUBLIC BUILDING COMMISSION
Meeting Minutes
June 11, 2020
Conference Call
7:00 p.m.

ATTENDANCE:

Present: Tom Reid, Bart Bovee, Don Lombardo, Mick Tarsi, Tom Salimeno and Jim Ouellette. Staff: Mike Ahern- Public Works Director, Guest- Tom Arcari- QA+M.

CALL TO ORDER:

Chairman Reid called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES:

The minutes of the April 9, 2020 meeting had been previously e-mailed for review.

Commissioner Ouellette made a motion to accept the April 9, 2020 meeting minutes, seconded by Commissioner Salimeno. The motion was unanimously approved.

AUDIENCE OF CITIZENS: None

SENIOR CENTER/COMMUNITY CENTER:

Chairman Reid requested an update from Mr. Tom Arcari, QA+M.

Mr. Arcari had previously sent an update via email and used that for his update. He has met with the Senior Center Staff and the Community Center/Social Services Team. He has reviewed the statements of need submitted by the end users. He has prepared a draft program and sent it to each team to make sure it coincides with their positions/statements. He is waiting on a response, then the next steps will be:
Review with the Public Building Commission.

1. Make changes as deemed fit.
2. Establish a site needs program (i.e. – area needed for parking, access, drives, etc.).
3. Prepare a conceptual building footprint (for site evaluation work).
4. Start site evaluation work.

All of the above can be done prior to having public outreach sessions.

We would plan to use this information as the basis for our public discussions.

Once we get to the point of needing public outreach, we will have to see what the current environment allows us to do.

Mr. Arcari would appreciate hearing any kind of input on a budget for the project.

The Commissioners made various comments. Commissioner Ouellette suggested Mr. Arcari schedule a 'Go-To Meeting' and show several of the Commissioners what he has created to date. Commissioner Lombardo reminded everyone that this was initially going to be far enough along to go to a referendum (for the November election) before the pandemic ever came to this country.

Chairman Reid requested that Mike Ahern and Lecia look into the deadlines for the referendum and then Commissioner Tarsi requested that a milestone checklist be created to see if this is all possible before the election.

After a lengthy strategy session, Mr. Arcari will move forward with programming preparation and scheduling and the referendum deadlines will be requested.

PHYSICAL SERVICES COMPLEX - WASH BAY:

Chairman Reid requested an update on the wash bay.

Mike Ahern is going to visit some existing municipal garages to see their set-ups. The Highway Department and Parks and Grounds Managers have said that they would be make do with under-carriage power washing and a pressure washer system. Commissioners Ouellette and Lombardo suggested that the drive-thru system still be vetted because other vehicles (police, town hall, nurses) could potentially be washed without additional labor needed (over a period of years). More research and field trips to come.

ADJOURNMENT:

Commissioner Tarsi made a motion to adjourn the meeting at 8:07 p.m., seconded by Commissioner Bovee. The motion was unanimously approved.

Lecia J. Paonessa
Secretary