PUBLIC BUILDING COMMITTEE

TOWN OF SIMSBURY

Minutes of the Regular Meeting
August 10, 2026
Subject to Approval

There being a quorum present, Acting Chair Michael Egan called the Regular Meeting of the Public Building Committee to order at 7:03 p.m. The meeting was conducted in person in the Board of Education Conference Room at Simsbury Town Hall and via Zoom.

PRESENT

☒ Mr. Ryan Burns
☐ Mr. William Clegg
☐ Mr. Richard Derr
☒ Mr. Lucian Dragulski
☒ Mr. Michael Egan
☒ Ms. Dagny Griswold
☒ Mr. David Moore
☒ Mr. John Salvatore
☐ Ms. Marcianne Timm

GUESTS

Simsbury Engineering Department: Adam Kessler, Deputy Town Engineer

Simsbury Public Schools: Neil Sullivan, Assistant Superintendent for Administration

Minutes Recorder: Jessica Campbell, PBC Clerk and Administrative Secretary with the Simsbury Water Pollution Control Authority (WPCA)

1. PUBLIC AUDIENCE

There were no public audience members or comments.

2. MINUTES OF THE JULY 13, 2026, REGULAR MEETING

Mr. Moore made a motion to approve the July 13, 2026 Meeting Minutes. Mr. Dragulski seconded the motion. Mr. Egan and Mr. Burns abstained due to their absences. The motion carried.

3. SIMSBURY MEADOWS PERFORMING ARTS CENTER – BAND SHELL EXPANSION

a. Progress Status Report

Mr. Kessler reported that the project was progressing well, with only a few remaining items, including completion of the west-side siding, which had been delayed due to material availability. Completion was anticipated during the current week, with retainage to be addressed at the following meeting.

The camera system and bathroom door controls were completed and operational. The remaining major item was an as-built survey of the facility for zoning requirements and Committee records. The same vendor that completed the original survey would be used; however, the vendor was being acquired by a larger firm, which was expected to delay the survey until September or October.

Mr. Kessler also shared he received two outstanding Tri-State invoices that were not included in the meeting packet. The invoices represented the final two monthly fees for engineering oversight and related services. He noted that the original budget for testing and inspection services was approximately $49,000.00 and that the invoices would bring the total to approximately $27,000.00, nearly cutting the budget in half through efficient scheduling of services.

b. Review of Proposed Change Orders

No change orders were presented.

c. Review Pay Applications & Invoices

i. Tristate Materials Testing Lab, LLC: Invoice #: TSMT17802
ii. Tristate Materials Testing Lab, LLC: Invoice #: TSMT17971

Mr. Burns made a motion to approve payment of Invoice # TSMT17802, to Tristate Materials Testing Lab, LLC, dated 06/25/2026, in the amount of $777.00. Mr. Moore seconded the motion. The motion carried unanimously.

Mr. Burns made a motion to approve payment of Invoice # TSMT17971, to Tristate Materials Testing Lab, LLC, dated 07/18/2026, in the amount of $777.00. Mr. Moore seconded the motion. The motion carried unanimously.

4. TOOTIN' HILLS ROOF – H.B. FISHMAN REPORT

Mr. Egan discussed reconsideration of Imperial Pay Application No. 7, which had been tabled at the previous meeting. Mr. Sullivan stated that the H.B. Fishman report contained insufficient new information to change his previous assessment and did not provide a clear resolution regarding responsibility for the roof issue. He noted that approximately $37,000.00 in retainage was being withheld, preventing project closeout and delaying the application for State reimbursement, which significantly exceeded the retainage amount. He recommended releasing the retainage while preserving the Town's ability to pursue recourse against the responsible party. The Committee agreed that if the retainage was no longer needed as leverage, it should be released.

Mr. Moore made a motion to approve Payment Application 7, dated 04/13/2026, in the certified amount of $37,411.23. Mr. Burns seconded the motion. The motion carried unanimously.

Mr. Moore agreed to serve as the liaison between the Town Attorney and the Committee.

5. RESIGNATION OF PBC MEMBER BILL CLEGG

Mr. Egan noted the resignation of Bill Clegg and stated that no action was required by the Committee, as the matter would be referred to the Board of Selectmen for appointment of a replacement.

Mr. Egan also requested an update regarding Marcianne Timm. Mr. Moore shared that the Town Clerk sent a letter regarding Ms. Timm's continued Committee membership, but no response had yet been received. Under the new rules, the Committee will be able to raise the matter at its next meeting and act at the subsequent meeting, potentially resulting in termination of the membership in October.

6. ADJOURNMENT

Mr. Moore made a motion to adjourn the meeting at 7:14 p.m.; Mr. Burns seconded the motion. The motion carried unanimously.