

BUILDING & GROUNDS COMMITTEE REPORT

OCTOBER 17, 2015

Flat Roof. Rick's Main Roofing provided their Change Proposal for the work necessary to fix the compromised beam in the Senior Minister's Office in the amount of \$7,200. The B&G Committee authorized Rick's Main Roofing to proceed with this work and directed them to continue onto the West Wing. Materials for the West Wing flat roof were delivered on Monday, October 14th, and work began on the West Wing on Tuesday, the 15th. With favorable conditions, we currently anticipate that the flat roof of the West Wing will be completed around Thursday, October 22nd.

We are currently waiting for a confirmed schedule on the delivery and installation of the steel flitch plate and tie-rods for the compromised beam in the Senior Minister's Office. Once we have a schedule, we will need to coordinate moving John's furniture out of the way of the work area before the contractors start.

Asphalt Repair Work. P&S Paving has completed the repairs of the worst conditions along the driving areas of the parking lots. Work was completed at the agreed cost of \$36,900. As part of our planning for a capital project next year, the B&G is preparing a recommended budget and an evaluation of the next area of repairs to be accomplished in 2016.

Platform Lift. Last month we advised you that our Land Use Consultant had resigned. This past month we replaced her with Mel Barr of Barr Associates who met with the Planning & Zoning Director, Larry Bradley, on our behalf to discuss the completion of our outstanding text amendment, and the requirements for seeking a building permit for the platform lift. During this meeting, Bradley agreed that a waiver for a full property survey would be granted, following the completion of the text amendment, since both the lift and parking spaces would be exempt.

Mel Barr also met with the Conservation Director, Alicia Mozain, who also agreed to a partial survey showing the appropriate wetland lines, soils information and other typical information.

Since our survey records are incomplete and more than 40-years old, we are currently arranging for a partial survey of the lift area and the nearby wetlands so that this information may be included with the architect drawings and necessary filings with the Town of Westport.

In September we also advised you that we had released our Architect, Kevin Davignon, to begin his work laying out the lift. This past month we received preliminary drawings intended for filing with the Town of Westport. Members of the B&G Committee met with Kevin to review these plans and the conditions of the site where the lift will be located. Once the survey is complete, Kevin will be able to finish his work and provide his drawings to Mel Barr, who will walk the necessary filings through the Town of Westport process.

Given the late time of year, and in light of the time required for the survey work, soil tests and for completing the text amendment, we have decided to reschedule the installation of the platform lift to mid-April, 2016.

Glass Replacement and Repairs. This past month we had received the requisite three bids and started our award to Darien Plate Glass. Unfortunately, on Thursday, October 15th Darien Plate Glass advised us that they would not be able to perform our work because of their current backlog. Darien's bid was \$4,748.

Over the summer, the B&G contacted five local glass companies for proposals to replace the broken glass. Three (3) of these companies visited the church and provided proposals. In addition to Darien Plate Glass, we received a \$6,800 proposal from Acorn Glass, and an incomplete proposal from Westport Glass. Acorn unfortunately responded in the same manner as Darien Glass, and Westport Glass has not responded to our calls for service. At this time we will need to start looking for additional vendors who might be able to do this work.

BUILDING & GROUNDS COMMITTEE REPORT

OCTOBER 17, 2015

Five-Year Plan. In June 2015 the Building & Grounds Committee provided a existing conditions study of the main Church building and select items of the surrounding grounds. During discussions with Reverend John and the Finance Committee, the B&GC was asked to organize the work outlined in this report into Capital Projects that could be accomplished over the next five year. In response to this request, the B&GC has prepared an outline of capital projects and we are ready for our initial meetings with the Finance Committee, Director of Operations and Reverend John.

2016 B&G Annual Report. The existing conditions study completed in June 2015 identified areas of the Church building with structural concerns that need immediate attention. In preparation for the next B&G Annual Report, and our recommendations for a 2016 Capital Project, we have asked the structural engineer, John Flynn, for his proposal to perform an initial inspection of the exterior cantilevered walkways and the cracked wall in the Lower Level. The purpose of this initial engineering study is for Flynn to outline an engineering strategy for the necessary corrective measures, or to advise us on what further investigation is necessary before and engineering plan can be established.



*Land Use Planning
Development Coordination
Regulatory Process Management*

Barr Associates LLC

Planning and Development Consultant

October 16, 2015

MEMORANDUM

To: Chuck Colletti
From: Melvin H. Barr, Jr. 
Re: Text Amend & Partial Survey
10 Lyons Plains Road

I meet with Larry Bradley, the Planning & Zoning Director who agrees that a Handicap Parking Exemption for Places of Worship should be limited to the "minimum required handicapped parking spaces".

If this Amend. is granted, and both the lift and the handicapped spaces are exempt from coverage, THEN a partial survey is ok with a Larry Bradley waiver of full submission requirements.

But, if the handicapped exemption is denied, THEN a partial survey is not ok, because there will be a coverage increase which requires a full survey to calculate.

I met with Alicia Mozier, the Conservation Director, who is also ok with a partial survey and the use of Dr. Eugene McNamara's 1994 partial wetland's line. But the wetlands along the brook should be flagged by a Soil Scientist and mapped by the surveyor. The Architect and Site Engineer should weigh-in on the extent of a partial survey and what additional information is needed such as, wetlands lines, flood lines, setback lines, topo, trees, storage container, dumpsters, existing handicapped spaces, etc.

I will proceed with the handicapped parking Text Amend.

###