

**Minutes**  
**Buildings and Grounds Committee**  
**August 27, 2009**  
**8:00-9:00am**

Present: J. Bradley, T. Callahan, M. Choi, B. Feldman, K. Fox, R. Gray, G. Kraus, P. Nicholls, W. Stwalley, J. Teitelbaum  
Absent: J. Saddlemire, S. Singha  
Guests: P. Betts, B. Patel  
Notetaker: L. Douglas

The meeting commenced at 8:02am.

**Approval of Minutes from 07.24.09 Meeting—**

The minutes of the 07.24.09 meeting were unanimously approved as circulated.

**Action Items—**

1. *West Hartford Campus Food Service Design:* The West Hartford Campus had a food service operation in the Undergraduate Building, but when the food service operator discontinued operations, it left the campus without a nearby food service operation. The University Co-Op agreed to offer a similar food service operation to the one that they offer at the Waterbury Campus. This is envisioned as a Class II food service facility with prepackaged foods, coffee and drinks. The University solicited proposals from architects familiar with food service operations to design the project. The cost for the design is \$7,500. The work will be completed in two phases: a one-week planning study and then a three-week design. It is not possible to estimate the construction costs until the architect completes the first phase of work. It was recommended that the B&G approve the budget of \$7,500 from FY06 Emergency Reserves for the planning and design of the new food service area at the West Hartford Campus.  
A motion to approve the recommended action was made by T. Callahan and seconded by J. Bradley. The motion was unanimously accepted.
2. *Gulley Hall Interior Renovations:* Gulley Hall is a four-story building which was constructed in 1908. It is one of the original campus buildings and it is on the National Historic Register. The last major interior renovation to the building took place in 1964. Subsequent renovations were made to accommodate administrative changes, but building systems such as the HVAC and electrical systems have not been changed from that time. Work is also under design to repair water incursion into the basement. The new roof and foundation protection projects are intended to resolve chronic water intrusion issues. With the exterior work designed or completed, it is prudent to start a phased replacement of certain mechanical and electrical systems in the building. The purpose of this project is to address environmental problems and building system upgrades on the second floor. The existing fan coil units are 45 years old and have various problems including: improper and restricted fresh air intake, improper and restricted return air intake, poor/outdated controls, water accumulation that does not properly drain which leads to mold conditions, etc. There are also issues with the existing lighting fixtures and an accumulation of old, abandoned cut-off dead-ended duct work. The University is proposing a renovation project that will correct the problems (including those described above), as well as improve the appearance of the offices and the conference room. The project will be completed with the occupants remaining in the building and will be phased over the next few months with several interim moves. The estimated cost to complete the carpentry, mechanical and electrical work, including replacement of the floor, ceiling and wall finishes (excluding the FF&E) ranges from \$200,000 to \$250,000. The project will be funded out of Operating Funds. It was recommended that the B&G approve a total project budget of up to \$250,000 from Operating Funds for the interior renovations to Gulley Hall.  
What is the timeline for the completion of this project? The first phase should be completed by October 1<sup>st</sup> and the second phase should be completed in November.  
K. Fox noted the existence of “double-ceilings” in the building and asked whether or not this presented a fire hazard. J. Bradley answered in the affirmative.  
Further discussion pertaining to this project ensued.  
A motion to approve the recommended action was made by K. Fox and seconded by W. Stwalley. K. Fox commented with her motion that she felt that this was an important health and safety issue. The motion was unanimously accepted.

3. *Lighting Efficiency Projects:* The Connecticut Legislature established the Connecticut Energy Efficiency Fund (CEEF) in 1998 to provide funding for development and administration of cost-effective energy efficiency and load management programs. CL&P administers the CEEF programs serving the University of Connecticut. Facilities Operations has been working with CL&P to develop projects to access this fund. The fund will not reimburse the entire cost of the project, but will provide a substantial rebate to hasten the ultimate payback. The general scope of work includes installing lower energy bulbs, occupancy sensors and renovated fixtures. The first set of six buildings for this project include: the Batting and Pitching Facility, Facilities Operations, Greer Field House, Hawley Armory, McConaughy Dining Hall and McMahan Hall. The total cost to implement the program is \$291,060 and the rebate from CEEF is \$87,318. The net cost to the University is \$203,742 and it was proposed that Plant Funds be used to pay for this project (with no impact to DM funding). It was recommended that the B&G approve the project for Lighting Efficiency in the six buildings listed above.

A motion to approve the recommended action was made by T. Callahan and seconded by W. Stwalley. The motion was unanimously accepted.

#### **Informational Items—**

1. J. Bradley briefly updated the Committee on the following projects: the Central Warehouse, the Landscape Master Plan, the Access Management Plan. He noted that the first meeting of the Space Committee had taken place and that the Space Committee will be advising the B&G. Updates from their meetings will be continuously brought back to our meetings. Discussion ensued regarding both the Landscape Master Plan and the Access Management Plan. J. Bradley thanked everyone for their patience during the summertime construction.
2. M. Walker noted that the results of the 2008 audit were presented and that the results were very clean.
3. T. Callahan thanked J. Bradley, G. Kraus and all of the staff at AES for all of the good work that was done over the summer months.

There being no further items on the agenda, the meeting adjourned at 8:37am.