

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On May 7, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on May 7, 2015 in the State Office Building.

Members Present: Edwin S. Greenberg, Chairman
Bennett Millstein, Vice Chairman
Bruce Josephy, Secretary
Mark A. Norman
Pasquale A. Pepe
John P. Valengavich

Staff Present: Brian A. Dillon, Director
Mary Goodhouse, Real Estate Examiner

Chairman Greenberg called the meeting to order.

Mr. Josephy moved and Mr. Norman seconded a motion to enter into Open Session. The motion passed unanimously.

OPEN SESSION

ACCEPTANCE OF MINUTES OF APRIL 30, 2015. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of April 30, 2015. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Open Session into Executive Session. The motion passed unanimously.

EXECUTIVE SESSION

PRB # 15-1000 **Transaction/Contract Type:** RE / Acquisition
Origin/Client: DAS/ DAS

Statutory Disclosure Exemptions: 4b-23(e) & 1-200(6)(D)

The Board commenced its discussion of the above referenced amendment at 9:35 a.m. when Mr. Shane Mallory, DAS, joined the meeting. Mr. Mallory left the meeting at 9:55 a.m. The discussion concluded at 9:56 a.m.

Mr. Josephy moved and Mr. Norman seconded a motion to go out of Executive Session into Open Session. The motion passed unanimously.

OPEN SESSION

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REAL ESTATE – NEW BUSINESS

PRB # 15-092 **Transaction/Contract Type:** RE / Renewal
Origin/Client: DAS/DAS
Lessee: Reliance House, Inc.
Property: Uncas on Thames Campus, 401 West Thames Street, Norwich
Project Purpose: Lease-out of Cottages #1 and #2
Item Purpose: Lease-out agreement for Cottages #1 and #2 each comprising approximately 2,400-SF and 2,200-SF respectively. The property is intended to be utilized as a transitional living facility for individuals with mental illness and substance abuse disorders.

Staff recommended Board approval of the Item. The 2010 Lease (PRB #10-133) provided for a 5 year extension, if 90 days' notice were given. The Lessee provided notice on November 24, 2014 of its intention to exercise the option to renew when the initial term expires June 1, 2015. The rate is an annual fixed base rent of \$8.00/SF for the ensuing term of 5 years. The rate is based upon DAS determination of the cost of maintaining the demised premises. The Lessee runs social service programs in conjunction with DSS and DMHAS.

PRB # 15-093 **Transaction/Contract Type:** RE / License Agreement
Origin/Client: DAS/DMV
Licensor: Town of Putnam
Property: 165 Kennedy Drive, Putnam
Project Purpose: License Agreement for DMV Satellite Office
Item Purpose: Five- year license agreement with a five-year renewal option for the Department of Motor to locate a satellite office in a modular trailer owned by the Town of Putnam.

DAS is requesting approval of a new license agreement with the Town of Putnam to locate a DMV satellite office in a former education trailer owned by the Town of Putnam and located in the Town municipal commuter parking lot. The file includes correspondence indicating that DMV has been housed at this site for over 5 years without benefit of a license agreement.

Staff recommended approval of the item. The License Agreement provides space for the DMV satellite office at rental rate of \$1.00/year. The Putnam Board of Selectmen approved the license agreement at its meeting held on 11/3/2014. OPM approved the License Agreement on 4/14/2015.

PRB # 15-094 **Transaction/Contract Type:** RE / Land Use Permit Extension
Origin/Client: DoAG/DOC
Permittee: Eric A. Johnson
Property: Cheshire Correctional Facility, Cheshire
Project Purpose: Agricultural Land Use Permit for State Land
Item Purpose: Two-year permit extension for the use of approximately 43.4-acres of land located along the westerly side of Highland Avenue adjacent to Cheshire Correctional Institution under an Agricultural Land Use Permit pursuant to CGS 22-6e. The property will be utilized for raising and harvesting hay, corn and other vegetables.

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This is a two year extension of a permit originally issued in 2008 by the Department of Agriculture, in cooperation with the Department of Corrections. The agreement allows the Permittee to raise and harvest hay, corn crops and/or vegetables from land at the Cheshire Correctional Facility. The approximate total area is 43.4 acres.

The 2008 permit allowed the use of 46± acres; the current estimate of 43.4± acres is more or less the same area with a more accurate measurement. The rate remains \$11.00/acre for the growing season, paid in advance, for a total annual rate of \$477.40. The \$11/acre/season rate was established by public bid in 2007.

Good conservation practices are required, including an annual rye cover crop by October 15 of each year. Any erosion must be corrected in accordance with USDA-NRCS standards. The permittee must carry \$1 million in commercial general liability insurance to include the premises, the permittee's operations there, the work of any contractors, and the products grown.

Staff recommended Board approval of the item. CGS §22-6e authorizes the commissioner of agriculture to issue permits for the agricultural use of vacant public land. The statute allows for a 2-year extension of the subject permit. The statute allows the termination of the agreement, without cause, upon written notice to the permittee. The lease benefits DOC in that the farmer's use of the land reduces maintenance costs for mowing.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB#	15-095	Transaction/Contract Type: AE / Amendment
Project Number:	BI-CTC-436	Origin/Client: DCS/NVCC
Contract:	BI-CTC-436-ENG	
Consultant:	Macchi Engineers, LLC	
Property:	Naugatuck Valley Community College, Waterbury	
Project Purpose:	Campus Site Improvements Project	
Item Purpose:	Contract Amendment to compensate the consultant for additional survey and design services related to easement mapping, utility plans, relocation of a pedestrian walkway and the reconfiguration of sidewalks along Chase Parkway.	

In general the project involves the complete design and construction of major site improvements and renovations to the Naugatuck Valley Community College ("NVCC") campus including roadway realignment and signalization changes. The project will also include renovations to the Founders Hall Parking Lot, repaving the perimeter loop road as well as new site lighting, sidewalks and miscellaneous required ADA improvements.

In May 2011 DCS identified Macchi Engineers, LLC ("MEL") as the most qualified firm, and in February 2013, SPRB approved the contract (PRB #13-012) for MEL to provide Architect/Engineer Consultant Design Team Services for the completion of the Campus Site Improvements Project at NVCC from the initiation of a pre-design study, design phase services and construction administration. The overall compensation rate for this basic service was \$460,000 with an additional \$271,480 for special

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services making the total project fee approved by the SPRB was \$731,480. The overall project and construction budgets were established at \$7,888,444 and \$5,398,128 respectively.

Contract Amendment #1 is for \$78,864 and will modify MEL's contract to include the following additional services: preparation of surveys and easement mapping for public utility crossings through the campus; additional survey work to located buried or unmarked utilities on the site; confirm existing contractor control lines; re-design the pedestrian walkway connection between Founders Hall and Technology Hall per the client agency's request; re-design of the sidewalk between the campus and Chase Parkway to accommodate DOT encroachment issues; preparation of revised DEEP storm water permits.

Staff recommended that SPRB approve the Contract Amendment #1 for Macchi Engineers, LLC to provide design related services at the Naugatuck Valley Community College Campus Site Improvements Project.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #15-092 – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #15-092. The motion passed unanimously.

PRB FILE #15-093 – Mr. Pepe moved and Mr. Valengavich seconded a motion to approve PRB File #15-093. The motion passed unanimously.

PRB FILE #15-094 – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #15-094. The motion passed unanimously.

PRB FILE #15-095 – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB File #15-095. The motion passed unanimously.

No action was taken on **PRB File #15-1000**.

The meeting adjourned.

APPROVED: _____ **Date:** _____
Bruce Josephy, Secretary