

STATE PROPERTIES REVIEW BOARD

Minutes of Meeting Held On October 1, 2015 State Office Building, Hartford, Connecticut

The State Properties Review Board held its regular meeting on October 1, 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 SEPTEMBER 24, 2015. Mr. Norman moved and Mr. Valengavich seconded a motion to approve the minutes of September 24, 2015. The motion passed unanimously.

REAL ESTATE- UNFINISHED BUSINESS

PRB # 15-183 **Transaction/Contract Type:** RE / Lease Out
Origin/Client: DAS/DAS
Lessee: Richard Grechika
Property: Southbury Training School, 1461 South Britain Road, Southbury
Project Purpose: Employee Housing Lease-out – DAS Housing Unit #MRSPV23
Item Purpose: Lease-out of a 7-room ranch style dwelling comprising approximately 1,575-SF for a monthly tenancy under a two year lease term consistent with DAS State Employee Housing Policies.

Staff reported that this item is a standard lease-out agreement of the State Employee Housing Program, whose policies and regulations were established in 2005 in order to prevent abuse or favoritism in the leasing of state-owned housing. PRB #15-183 is Unit MRSPV23 on the campus of Southbury Training School. The leased premises are a SF single family ranch style house.

At its meeting held on August 17, 2015 the State Properties Review Board voted to suspend the above referenced item, pending receipt of additional information regarding the rental rate and the necessary certifications. DAS has resubmitted the lease with this tenant with the same standard terms and conditions previously reviewed. The monthly rental rate of \$750 is supported by an appraisal as of March 10, 2015. The policy in place established rent at 70% of the market rent which is \$525/month, and

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deducted over 26.1 pay periods per year. DDS has certified that the Lessee is a mental health worker and assigning state-owned housing quarters would facilitate the employee's ability to direct, manage or maintain the health, safety and welfare of clients. Staff recommended Board approval of the item.

REAL ESTATE – NEW BUSINESS

PRB # 15-224 **Transaction/Contract Type:** RE / Voucher
Origin/Client: DOT / DOT
Project Number: 102-346-005
Grantor: Gerald A. Millbauer, et al.
Property: 69 Connecticut Avenue, Norwalk
Project Purpose: Intersection Improvements at U.S. Route 1 and Stuart Avenue Project
Item Purpose: Acquisition for highway purposes of two defined easements for aerial highway appurtenances comprising a 162 ± SF along U.S. Route 1 and 283 ± SF along Stuart Avenue.

At this location, DOT will be installing new telephone type poles for aerial electric distribution lines, substantially similar to the pole lines that already exist. The easements will permit the State to allow the installation of overhead electric lines along the south side of Connecticut Avenue and the east side of Stuart Avenue. The taking will formalize the State's ownership of the aerial easements.

The subject property is 0.18 acres improved with a 5,554 SF commercial building and billboard sign pole. Along Stuart Avenue, the easement area is 283 SF, and affects the frontage of 62 feet; and a depth of 3 to 7 feet. Along U. S. Route 1 (Connecticut Avenue), the easement area is 162 SF, and affects 73 feet of frontage to a depth of 0 to 5 feet. The property was appraised by Norman R. Benedict, MAI. He prepared the Sales Comparison and Income Approaches, before and after the taking. He concluded that the taking had minimal impact, and the net total damages amounted to 1% of the property value, indicating damages in the amount of \$15,650.

Staff recommended Board approval of the item. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes. The amount of damages is supported by the data in the appraisal report.

ARCHITECT-ENGINEER - UNFINISHED BUSINESS

ARCHITECT-ENGINEER – NEW BUSINESS

PRB# 15-222 **Transaction/Contract Type:** AE / Task Letter
Project Number: BI-2B-386 **Origin/Client:** DCS/DAS
Contract: OC-DCS-MBE-CIV-0005
Consultant: Freeman Companies, LLC
Property: 505 Hudson Street, Hartford
Project Purpose: Parking Lot Reconfiguration and Expansion Project
Item Purpose: Task Letter #2A to compensate the consultant for additional project design services related to lighting, security, permitting and a ramp de-icing system.

Staff reported that, in general, this project involves the required site-civil, geotechnical, structural and electrical engineering design services for the completion of overall the parking lot reconfiguration, paving and general site improvements at 505 Hudson Street. The scope of services will also include survey,

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permitting, environmental consulting and general construction administration. The overall project scope is intended to include an expansion of the existing 359 parking spaces, installation of a new de-icing ramp, a new southwest access gate, replacement of storm drainage structures, lighting upgrades, evaluation of potentially contaminated soils and a phased construction program.

In April 2014, SPRB approved Freeman Companies, LLC (“FCL”) as one of six firms under the first On-Call MBE Civil Engineering Services consultant contracts. FCL has previously been approved by DCS for Task Letter #2 in the amount of \$92,500 for the above referenced project.

Task Letter #2A is in the amount of \$21,538 and subject to SPRB approval because the cumulative value of Task Letters 2 and 2A for this project now exceed \$100,000. The Construction Budget and total Project Budget have been established at \$1,055,000 and \$1,439,140 respectively for this project. As detailed in the scope letter from FCL to DCS dated August 24, 2015 the \$21,538 is intended to compensate FCL for the following project scope: preparation of a site-civil survey and electrical design plans detailing ice melt ramp system; completion of additional site-civil engineering for on-site storm drainage improvements; preparation of the required DEEP permit for construction related stormwater; a credit for the elimination of the northwest corner access stairs; electrical engineering design services for improved on-site lighting, access gate, and security conduit where required.

Staff recommended that the Board approve Task Letter #2A for Freeman Companies, LLC to provide additional consulting design services on this project.

OTHER BUSINESS

The Board took the following votes in Open Session:

PRB FILE #15-183 – Mr. Valengavich moved and Mr. Norman seconded a motion to approve PRB Files #15-183. The motion passed unanimously.

PRB FILE #15-222 – Mr. Pepe moved and Mr. Valengavich seconded a motion to approve PRB File #15-222. The motion passed unanimously.

PRB FILE #15-224 – Mr. Norman moved and Mr. Millstein seconded a motion to approve PRB File #15-224. The motion passed unanimously.

The meeting adjourned.

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