

2014

fall

ISSUE

2

Owners' *manual*



FIBSON'S SELECTION
WATERMELON + MELON BLEND

THE owners' manual

issue 2. fall 2014

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BL BUZZ: WHAT'S BEEN HAPPENING AROUND BL?

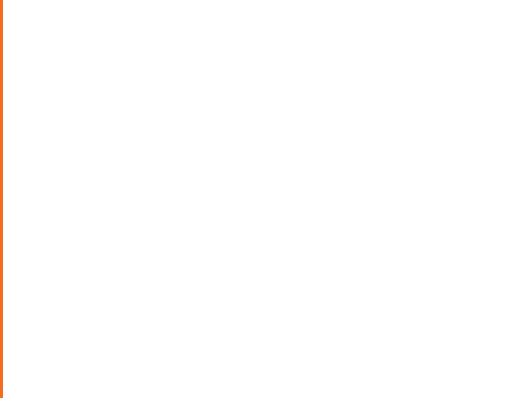
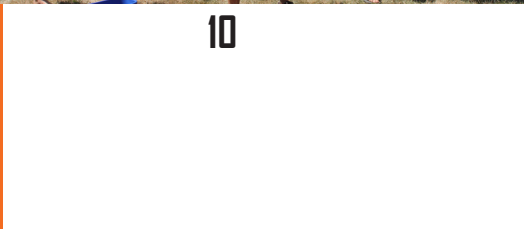
1 & 2) CT/NY/MA Summer Picnic 3) Red Cross Training (see page 10)

4) Camp Hill Summer's Over Picnic 5 & 6) BL Buzz Keeping Busy

7) Meriden's ALS Ice Bucket Challenge 8) BL Wins Top Workplace Award

9) Mark Heeb with BL's Sponsorship Sign 10) Who's That Flying Through the Air? (Hint: she just got married!)

11) Brad Wolf Representing BL at the ICSC PA/NJ/DE Show 12) Justin Kuhn with Clients & Sponsors



What is the best part about being a member of the SPT? (You don't have to say working for Steve).

Steve Iovanna: Working with Fernanda, Jack and Phil! I think we have developed a real team spirit among our group, and we have fun doing what we do. I think we enjoy taking on challenges and accomplishing goals that can only be met by The Special Projects Team! That, and cowboy boots on Friday.

Jack Farrell: Working for Steve is the only "correct" answer.

Fernanda Alves: The feeling of working in an "easy going" environment, even though most of our projects are quick turnaround projects.

Phil Maheu: The serious, but light hearted personality of our leader SI, AKA "Scuba Steve."

What is your role on the Special Projects Team?

SI: I am the leader of SPT - and I'm responsible for bringing in new projects and working with the entire team to be sure we're staying on budget, on schedule and that all of our clients are happy.

JF: Architectural drafting / design. Get the paper to the street.

FA: It varies depending on the project, but I serve in all aspects of the project, whether it's for production, design or client care.

PM: My job! Not sure what that is, but, I do it. Whatever Steve says. And laugh a lot.

What has been your favorite or most

memorable project through the SPT?

SI: Although it is very difficult to ignore all the cookies we received from Mrs. Fields, my favorite SPT project is always the one we're working on now! Because of the way we're set up and the types of jobs we do, we are always moving very quickly from one project to the next and dealing with a new set of challenges. Those challenges, and the fast-paced nature of our work are what I think make Special Projects Team so "special."

JF: Memorable? Not sure that word can apply here because our projects are like the "fast and furious." Quick turnaround is a must.

FA: I think the most recent project, Redi-Clinics for Rite Aid. We all had our hands in it and came together as a team to get the job done with a tight schedule, which was nice to be part of and we had fantastic results, not only in SPT, but in all disciplines.

PM: Rite Aid - Redi-Clinic remodels when both Steve Iovanna and Jim Lampkin went on vacation.

With the exception of Phil, who has been with BL for less than one year, members of the SPT have been with BL for about 9 years, give or take.

Have you spent all of your years at BL on the SPT? If not, where did you start out?

JF: No, the SPT is a fairly new gig at BL overall. I was up in the Hartford office for the first 4

years or so working on School projects (Mary Hooker / Davis St.), a bunch of Walgreens and roof replacement jobs. When the Architectural department was consolidated, I transferred to Meriden.

FA: I started out in what was then called the "Pit," or where most of our production team sits right now, working as an intern. I think about five years ago or so, we replaced all the high partitions with low partitions to get more daylight to everyone's desks, rearranged the floor layout have more of a cluster layout to create a team work environment, and soon after, "the pit" lost its value. Thank goodness.

I have been with BL since out of college, so I have worked with many different teams in our architectural department before joining SPT.

PM: Entire time with SPT.

If you could tell your fellow colleagues one must-know fact about the Special Projects Team that they should never forget, what would it be?

SI: If you have a project... if no one else can help... and if you can find them... maybe you can hire... The Special Projects Team!

JF: That Steve's eyes are smoldering? Or that Fridays are cowboy boot day?

FA: We value all projects, we were made to handle the projects that are too small, or too quick of a turnaround.

PM: We get it done!

(continued on page 4)

L-R: Fernanda,
Phil, Steve, Jack

by Colette Gregoire

As you have learned, the Special Projects Team is client, budget and deadline driven, making it a trifecta for BL's success on small and medium sized projects for new and repeat clients. Thanks to Steve's nagging, we have a capable team ready, willing and able to produce high quality work at a fast pace. So the next time you hear of a small project with demanding requirements, who you gonna call? The Special Projects Team, of course. ☺



James Vira joined BL's NYC office in April of this year. In 2009, while with his firm VIRALINE he entered a competition administered by the New York City Office of Emergency Management. The challenge was to create a solution for post-disaster provisional housing in the event that a Hurricane Katrina-like incident "might" happen. Roll time forward and "hello Sandy!" NYC had a pretty good premonition about what might happen, they just didn't do anything about it soon enough.

James was one of 10 winners in the competition.

<<<< Read more [here](#) >>>>



RDIC units are designed to be highly transportable and easily stacked in various configurations. This example proposes apartment-like blocks set along the waterfront.

If you could have a super power, what would it be and why?

Match the employee-owner to the super power!



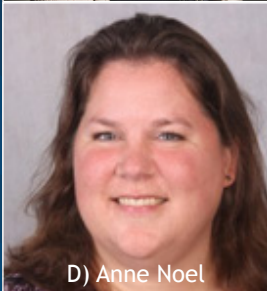
A) Bridget Kocot



B) Brad Wolf



C) Steph Weitzel



D) Anne Noel



E) Joe Kelleher



F) Shannon Powers

① I would say telekinesis because it can be used for self-defense as well as convenience. I'd be like a Jedi Knight!

② *My super power would be The Flash's super-speed. My daily runs (or workouts, gym trips...) would only take 14 seconds! So much more time for myself during the day! Also, Houston traffic have you down? Not me! My door-to-door commute would begin and end before you finished a sneeze!*

③ I would want the ability to transform into any animal I wanted (yet to retain my human brain). I would transform into an eagle and fly around my neighborhood, or transform into a shark and swim in the sea. Maybe I would transform into an ant and march right under the door of a bank vault, only to transform into a bull and crash my way out with bags full of cash!!! I think I saw something like this in a cartoon once as little a kid, and unfortunately I probably spent 50% of my childhood (and some of my adulthood) day-dreaming about this!

④ You mean in addition to the Super Powers I already have? Let's see, I can already make myself invisible (hello vacation day), I fly whenever I want (Economy Class all the way), not interested in reading minds (I know too much already), you can't tell by looking but I'm freakishly strong and can run really far. And I can turn any man to stone just by giving him "the look" (Just ask Gary)

⑤ *After some serious thought! I would want my one and only superpower to be the ability to heal myself and others - In my mind nothing would be off limits! No adventures would be too dangerous and you could just explore what all extreme things the world has to offer with no worries! You could rescue loved ones, or strangers in emergency situations, and just live life to the fullest over and over again!*

⑥ I'd like the power to wall-crawl like Spiderman because everyone knows he's the coolest superhero.

Answer key: 1 = D, 2 = A, 3 = E, 4 = F, 5 = F, 6 = B

ESOP MONTH



ESOP Month occurs every October around the country as The ESOP Association and employee-owned companies like ours celebrate being an ESOP. During this month we promote our ownership culture, strengthen relationships, and increase awareness about our ESOP. A special thanks to the ESOP Communications Committee who organized a great month of ESOP celebrations and to the employee owners who participated in all of them.





/// ESOP MONTH BL SELFIES ///

SELFIE > >

Syllabification: sel·fie
 Pronunciation: /'self ē/
 Noun (plural selfies)

A photograph that one has taken of oneself, typically one taken with a smartphone or webcam and shared via social media.

BL's Leadership Competencies

Accountability
 Teamwork
 Developing Others
 Relationship Building
 Client Focus
 Communication
 Strategic Thinking
 Leading and Managing Change



SAFETY TOPIC: *Posture Perfect*

Whether hunched over our computers or leaning on a cubicle at break, most of us unfortunately slouch. It's a bad habit that makes us look tired, contributes to back pain and may on occasion even make you hear a mother's voice whispering "stop slouching and sit up straight!"

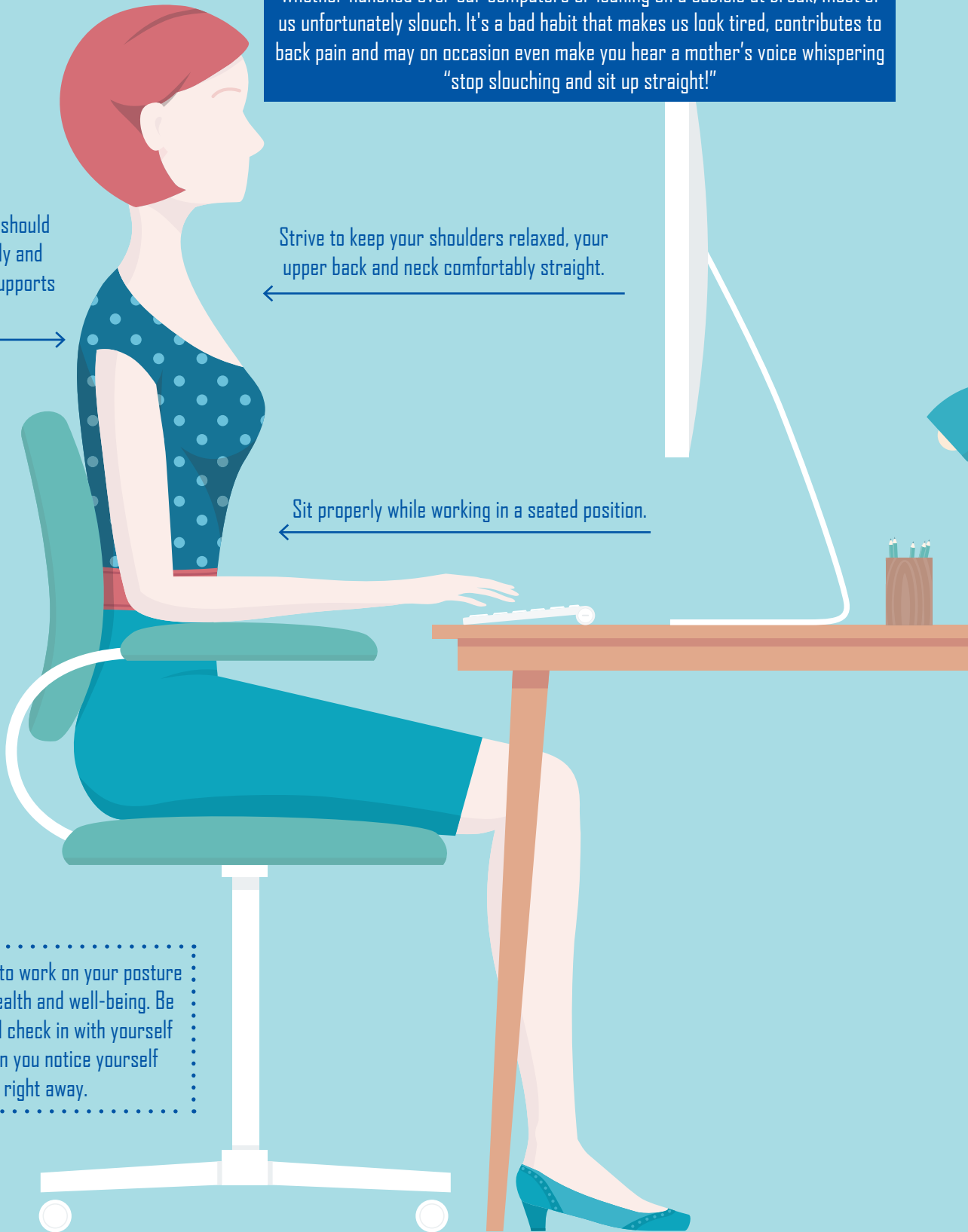
Keep your head as you should when standing properly and make sure your chair supports your back.

Strive to keep your shoulders relaxed, your upper back and neck comfortably straight.

Sit properly while working in a seated position.

Choose a chair that allows you to place your feet flat on the floor and your knees level with your hips.

Taking a few minutes a day to work on your posture is an investment in your health and well-being. Be aware of your posture and check in with yourself throughout the day. When you notice yourself slouching, fix it right away.



These few tips will keep you feeling better and your posture perfect.



Engineering

Mechanical Gas Engineer – MA & TX
Civil Engineering – Staff/Project Engineers – Hartford,
Bridge Engineer – Hartford,
Traffic Engineer – Meriden,
Civil Senior Engineer and Energy/
Utility Senior Engineer – New York City
Civil Project Engineer – KOP & OH
Natural Gas & Oil Project Manager – OH & TX
Sr. Project Manager (Land Development) – KOP & TX
Compression Engineer (PE) – Houston, TX

Architecture

Structural Project Engineer – Meriden,
Sr. Project Architect, Job Captain and CAD Operator –
Bridgeport, CT
Sr. MEP Engineer – Hartford
Sr. Project Manager/Architect – TX

Environmental

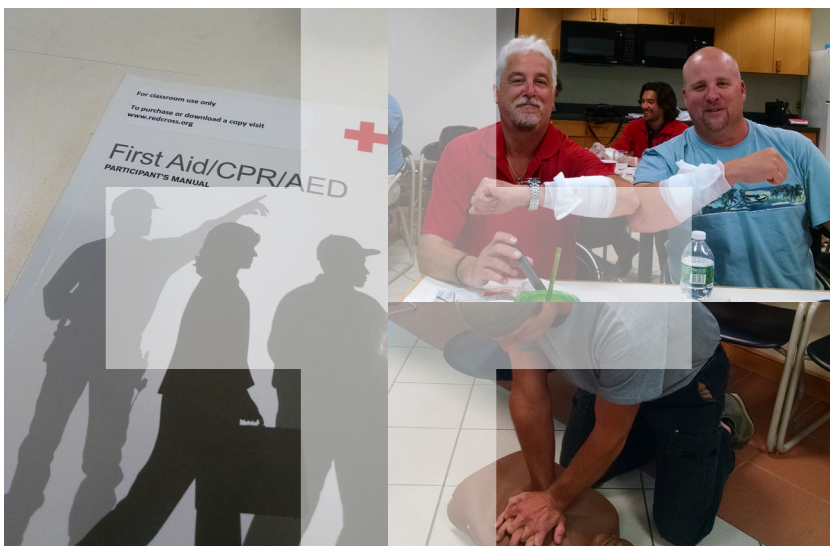
Environmental Wetland Scientist – OH

Survey

Crew Chief and Survey Technician – Meriden
SUE Technician – Subsurface Utility Engineer – NY
Survey Lead (PLS) – TX

*Did you know BL has a finder's fee program?
Check out the intranet for more details*

BL Companies periodically holds trainings for First Aid/CPR/AED. There's a list on the Intranet and in the Safety Manual of those that are certified. If you have any questions or are interested in becoming certified, please contact Shannon Powers.



WE WANT TO
HEAR FROM YOU!

Have an idea for the newsletter? Please reach out to Heather Halotek.

Please send questions, comments, story ideas and photos to:
hhalotek@blcompanies.com

Legal Brief

By Julia P. O'Brien

Practical advice based on BL's policies and procedures as well as things that might be helpful in your life outside BL.

What is a Notary Public?

A Notary public is an individual who satisfies an individual state's requirements and obtains a license to verify the authenticity of signatures and signors' identities on many types of documents.

The requirements for becoming a notary are widely varied from state to state. Some states require that the individual attend a one-day seminar, which explains what is required of a notary, how to verify signors' identities, what types of formats are required, and the legalities involved in being a notary. Some states require a bond, and sworn oath that the notary will adhere to the laws governing them within their state.

Notaries are commonly found in banks, credit unions, city hall, law firms and title companies. In BL's King of Prussia office, a mobile notary public is utilized.

A notary not only follows what is dictated in state law but exercises judgment on matters such as the state of mind of the signer, the signer's comprehension of the transaction, or whether fraud or coercion are present.

The most typical notarial transactions involve the execution (signing) of documents (i.e. CTDOT, DAS forms). In order for documents requiring a notarial act to be properly executed, the signer must physically appear before the notary, prove his/her identity to the notary, and acknowledge his/her comprehension of the document and willingness to sign OR swear/affirm that the contents of the document are true.

The notary completes an official statement called the "notarial certificate." The notarial certificate is always signed, and often sealed (depending on state requirements) by the notary. The notarial certificate commonly appears at the end of a document or is attached to the document as a separate sheet.

- Meriden: Skip Martin, Jane Maskell, Susan McDowell, Deborah St. James
- Hartford: Manon Morande
- Camp Hill: Tammy Neely, Stephanie Richie
- KOP: Use mobile notary
- Norwood, Ohio, Texas, New York: Use local notary

ITIP
BY DOUG CAMPBELL

For Outlook 2010 : Cleaning up your contact history

With your email and the assorted people you communicate with, you are bound to have old names appear when you start typing someone's email in to "TO" field.

This "HISTORY" can be cleaned up as it happens and when it appears in your email address list.

Look to the far right of the address list and select the "X", this will remove the bad or old address from your history and stop it from appearing again.

Whole Foods Brooklyn



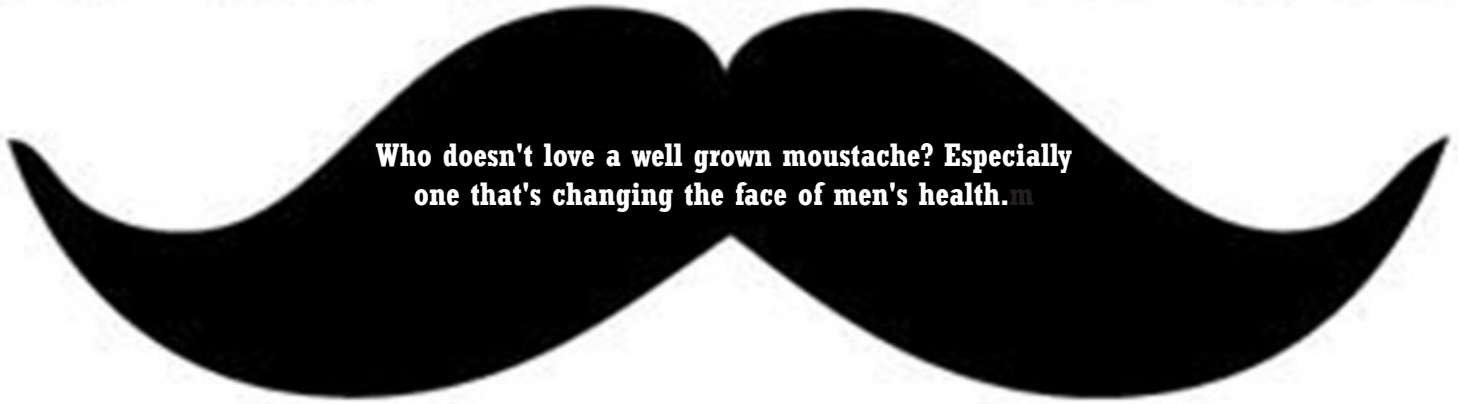
BL Companies has been involved in this project since Whole Foods purchased the property in 2003, which was home to an abandoned auto repair shop, former petroleum bulk storage tanks, and masonry yard. The site is bounded in the rear by the Gowanus Canal; and tidal wetlands protected by the New York State Department of Environmental Conservation. This new store, which opened in December 2013, has been designed to be one of the most cutting-edge and environmentally friendly grocery stores in the country and is expected to be approximately 60% more energy efficient than an average grocery retail outlet in the United States. Noteworthy elements include:

- A 20,000 square-foot rooftop greenhouse in partnership with Gotham Greens, the first-of-its kind integrated into a retail location.
- A state-of-the-art CO2 refrigeration system operated in tandem with a combined heat and power plant provides the store with on-site electric generation and captures exhaust heat that would otherwise be discarded, using it to operate an absorption chiller machine, which cools the store and eliminates all non-natural synthetic refrigerants like HFC and CFC.
- Reclaimed and repurposed materials including more than 250,000 bricks from a previously decommissioned building in Newark, NJ and wood being used for paneling and product displays throughout the store that once served as part of the Coney Island boardwalk (pictured on the cover!).



AFTER

MOVEMBER



Who doesn't love a well grown moustache? Especially one that's changing the face of men's health.m

Movember is working towards two urgent goals: to fast track a time when no man will die from prostate or testicular cancer, and to rid the world of discrimination against men and boys with mental health problems.

It's going to be a hairy journey and we're looking for friends to join us: <http://moteam.co/bl-companies>

A bunch of BL employee owners have already made the decision to participate in this charitable movement:

Marc Baumann=Jeff Duhon=Mike Garon=Heather Halotek=Annette Hyland=Stephen Melingonis=AJ Pisana=Lance Pylko=Wayne Violette

happenings

NOVEMBER

- 7 Employee Owner Meeting
- 14 CABE/CAPSS Conference
- 24 CT Parks & Rec Show
- 27 Thanksgiving
- 28 Day Off!

DECEMBER

- 5 CenterBuild Conference
- 9 ICSC NYC
- 24 Christmas Eve (1/2 day!)
- 25 Christmas Day (Day off!)
- 31 New Year's Eve

JANUARY

- 1 New Year's Day
- 19 Martin Luther King, Jr. Day
- 23 Mass. Municipal Assoc. Show
- 29 RI Cities & Towns Tradeshow



Did you know...
Birthdays and BL
anniversaries can be
found on the Intranet!

Issue 2: Fall 2014

NEWSLETTER COMMITTEE

Director: Heather Halotek

Members: Colette Gregoire,
Jessica Osborne, Kathy Rodo

Contributors: Special Projects Team,
Julia O'Brien, Douglas Campbell

Employee owned. Client driven.



Architecture
Engineering
Environmental
Land Surveying

Companies