

AMENDED
DRAFT
TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE

Meeting
Thursday, November 15, 2012 at 6:00 p.m.
Montville Town Hall, Room 203

1. Call to Order.

Chair Jack Platt called the meeting to order at 6:00 p.m.

2. Roll Call.

The following were present: William Bucko, Leonard Bunnell, Ray Coggeshall (6:02 p.m.), Dave Jetmore, Paul Lewis and Jack Platt. Also present was Town Planner Marcia Vlaun. Committee members Chris Ida, Jon Leonard and John MacNeil were absent.

3. Pledge of Allegiance.

All stood and pledged the flag.

4. Remarks by the Public Relating to Agenda Items (three-minute limit).

None

5. Approval of Minutes—Meeting of October 25, 2012.

Motion: **That the Committee approves the meeting minutes of October 25, 2012, as written.**

Proposed by: Paul Lewis

Seconded by: Dave Jetmore

Vote: Carried unanimously

6. Correspondence.

None

7. Town Planner's Report.

M. Vlaun, an ex-military serviceperson, asked for the Committee's support in assisting the National Guard with collecting toys for children for the holidays. Unwrapped gifts will be accepted at the New London Armory until Friday, December 7, 2012.

M. Vlaun also distributed to the Committee an information sheet about the "Honor and Remember Flag" that was created "to serve as a national symbol that specifically acknowledges the sacrifice of the men and women in the U.S. Armed Forces who have given their lives for their country in over two centuries of America's history." The Committee will consider it for placement on the public safety building flag pole in addition to the State and U.S. flags that will be donated.

a. Monthly Activity Report.

M. Vlaun updated the Committee on the status of the building project as follows:

- Dispatch consoles were delivered on November 8th and wiring for the same is being done.

- The boiler startup will take place on November 19th and Public Works has been notified.
- The building furniture will arrive on November 26th and she along with B. Bucko and L. Bunnell will take shifts monitoring the delivery.
- Appliance delivery, television installation, and commissioning of the systems will occur during the first week in December.
- The generator locks will be swapped out and fuel blend will be obtained.
- During December, training will occur with the telephone vendor and janitorial staff and furniture will be placed.
- Dumpsters will be available on site for refuse.
- The lobby floor will be installed and when completed receipt of the lobby bench will take place.
- Installation at the tower building is complete.
- The building will “go live” the first or second week in January 2013.
- Another coordination meeting was held today.
- A sign will be posted at the old building that the building has moved.
- Once everything has been moved from the old building, items not saved will be trashed and communication equipment will be sold or stored.

b. Budget.

M. Vlaun commented on the budget handout, (*Handout #2*), as follows:

- The contingency balance for the project is \$52,000.
- Appliances and FF&E prices will come in at cost.
- The tie in for water will be discussed with the Finance Department.
- The purchases made by R. Occhialini are on point.
- Cost for computers will not exceed the budget.
- Screening will not need to be installed near Montville Hardware.

L. Bunnell commented that the memorial stone will be situated on the front of the building, on the corner outside of the file room/administrative area. A spotlight will highlight the area.

c. Coordination checklist/Timeline.

M. Vlaun discussed this item earlier under Item 7a.

d. Communications Commissioning.

M. Vlaun commented on this item under Item 7a.

8. Old Business.

a. Report from Fire Marshal Ray Occhialini on Regional Dispatch (Tower Status)

None

b. Discussion on matters referred to Town Attorney (site line easement).

None

c. Report from Change Order Subcommittee.

None

d. 911 Memorial.

J. Platt reported that he is awaiting prices for the memorial.

9. New Business.

a. KBA Report.

D. King commented on the KBA report that was sent via email to the Committee. He added that there will be a few more job meetings followed by the punch list phase and then closeout of the project.

b. Building ceremony.

The Committee received a copy of a letter sent by J. MacNeil soliciting food for the Open House ceremony.

Motion: That the Committee designates January 12, 2013, for the public safety building open house ceremony.

Proposed by: Paul Lewis

Seconded by: Dave Jetmore

Vote: Carried unanimously

Motion: That the Committee designates the 10:00 a.m. Ribbon Cutting and the 11:00 a.m. Open House for the ceremony on January 12, 2013.

Proposed by: Paul Lewis

Seconded by: Lenny Bunnell

Vote: Carried unanimously

c. Approval of 2013 meeting calendar. (Handout #4)

Motion: That the Committee approves the 2013 meeting calendar and forwards it to the Town Clerk for posting prior to December 31, 2012.

Proposed by: Lenny Bunnell

Seconded by: Dave Jetmore

Vote: Carried unanimously

J. Platt stated that the event will be advertised in the local newspapers, the cable access channel and online with Patch.com. L. Bunnell offered to assist J. MacNeil, the chair of the open house subcommittee, with the plans for the event. M. Vlaun will send an email to Mayor McDaniel regarding the plans for the date.

10. Approval of bills.

a. A. Secondino & Son Payment #15--\$408,803.78.

Motion: That the Committee approves payment No. 15 to A. Secondino & Son, in the amount of \$408,803.78.

Proposed by: Paul Lewis

Seconded by: Ray Coggeshall

Vote: Carried unanimously

M. Vlaun reported that the project is 94.12%. Security and transfer of the building project to the Town was discussed.

11. Remarks by the Public (three-minute limit).

None

12. Remarks by Committee members.

B. Bucko praised F. Khericha's efforts throughout the project.

13. Remarks by Town Council Liaison.

None

14. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Dave Jetmore

Seconded by: Paul Lewis

Vote: Carried unanimously

The meeting adjourned at 6:34 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk