

DRAFT
TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE

Meeting
Thursday, March 22, 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 (6:17 p.m.), Jon Leonard (6:04 p.m.), Paul Lewis, John MacNeil and Jack Platt. Also present were Construction Administrator Freddie Khericha of KBA, Town Planner Marcia Vlaun, Fire Marshal Ray Occhialini, Mayor Ronald McDaniel (6:06 p.m.) and Town Council Liaison Gary Murphy. Committee members Chris Ida and Dave Jetmore 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 February 23, 2012.

Motion: **That the Committee approves the meeting minutes of February 23, 2012, as written.**

Proposed by: Len Bunnell

Seconded by: Paul Lewis

Vote: Carried unanimously

6. Correspondence.

None

7. Town Planner's Report.

a. Monthly Activity Report.

M. Vlaun reviewed the Easement Summary (*Handout #1*) that will facilitate electrical service to the public safety building by CL&P. A special meeting of the Town Council will be held on March 29 at 6:45 p.m. for approval of the ordinance for the same. A subordination easement from the State of CT DECD is also required. System controls and security for the building were discussed.

b. Budget.

M. Vlaun commented on a \$5,000 credit for substitute duty lockers. She also reported that time has been spent reviewing the budget in detail and discussed with KBA. Supplies and custodial items have been purchased. The communication tower is up has been paid, with a final cost of \$111,870. M. Vlaun reviewed the budget and the chart out of payments with the Committee (*Handout #2*) and said the current contingency is \$79,995.58, a small amount for a 6.5 million project. Also, change orders to date total \$18,858.63. Other potential costs for the project are the sewer assessment fee and the CL&P traffic light removal.

c. F.F. & E.

M. Vlaun discussed furniture placement on the finished floor plan (*Handout #3*).

d. Systems Coordination.

M. Vlaun and the Committee discussed concerns regarding system coordination.

e. Owner Responsibilities.

M. Vlaun discussed this item under item 7b, Budget.

8. Old Business.

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

R. Occhialini reported that the tower and the tower building are done and will be operational once the electricity, antenna and coaxial are connected and ventilation is complete. He also commented that the tower project came in on budget and the work was done with local vendors.

b. Discussion on matters referred to Town Attorney.

None

c. Report from Change Order Subcommittee.

Motion: That the Committee approves change order #005, duty locker substitution in the amount of \$5,000.

Proposed by: Jon Leonard

Seconded by: Len Bunnell

Vote: Carried unanimously

d. 911 Memorial.

Mayor McDaniel reported that he is awaiting a legal response regarding setup of a committee to receive donations for the memorial. He also said that an ad-hoc committee could be set up off the committee and a 501c-3 or a specialized account can be used to accept donations for the project. G. Murphy suggested setting up an account through his fire station since it is already a 501c-3. J. Platt asked if the fire companies would be willing to take on the memorial project. Mayor McDaniel commented that the Committee would have oversight of the final plan and design for the memorial. He added that the Eagle Scouts are always looking for projects and suggested that they be approached.

e. Cornerstone Ceremony.

P. Lewis confirmed that the ceremony is set for Sunday, April 15 at noon. Invitees include *The Norwich Bulletin*, *Patch*, and the Tyl Middle School Choral Choir. An invitation was also extended to *The Day*. Mayor McDaniel will extend an invitation to the Town Council and state delegates. The Boy Scouts and Girl Scouts and Girls Scouts will be asked to participate and include an item in the time capsule along with project drawings and the items from the Freemasons who dedicate the cornerstone. The police and fire departments and their color guards will be asked to participate. L. Bunnell commented that traffic control and parking has been secured for the event. Mayor McDaniel who will act as the master of ceremonies has asked for an agenda for the event. P. Lewis and J. Platt will prepare one.

f. Dedication Plaque.

A mockup of the plaque was distributed by M. Vlaun to the Committee for their review and consideration, (*Handout #4*). Discussed followed regarding the content of the plaque.

Motion: That the Committee substitutes the picture on the mockup for the Public safety building dedication plaque for the inscription "*Dedicated to the people of Montville.*"

Proposed by: Len Bunnell

Seconded by: Paul Lewis

Vote: Carried unanimously

Motion: That the Committee changes the wording of the dedication plaque To say *Montville Public Safety Building* and not *Montville Public Safety Center*.

Proposed by: Paul Lewis

Seconded by: Len Bunnell

Vote: Carried unanimously

Motion: That the Committee includes "2012" under the dedication on the public safety building dedication plaque.

Proposed by: Len Bunnell

Seconded by: Jon Leonard

Vote: Carried unanimously

9. New Business.

a. KBA Report.

F. Khericha summarized the Architect's Report dated March 19, 2012; *Handout #4*, by reporting the following:

- The project is on schedule and the contractor is "doing a fine job."
- The roof sheathing is up and masonry is near completion.
- Windows should be installed within two weeks.
- Ductwork is in fabrication.
- Once the building is secure, interior work will begin.
- Parking area lights have been installed.

10. Approval of bills.

a. A. Secondino & Son Payment #7 - \$346,775.68.

Motion: That the Committee approves payment No. 7 to A. Secondino & Son, in the amount of \$346,775.68.

Proposed by: John MacNeil

Seconded by: Paul Lewis

Vote: Carried unanimously

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

Mayor McDaniel asked if a public address system would be available for the cornerstone ceremony and was told that temporary power would be available.

12. Remarks by Committee members.

L. Bunnell thanked M. Vlaun for coordinating the building project and F. Khericha for “keeping an eye out and coordinating things” with all of the people associated with the project. B. Bucko said he attended his 23rd meeting at the site and obtained a two-week lookup and special report on “tidy up items.” J. Platt thanked R. Occhialini for his help with the communications tower.

13. Remarks by Town Council Liaison.

G. Murphy commented that he was happy to be back to see and hear about the progress of the project in person.

14. Adjournment.

Motion: **That the meeting is adjourned.**

Proposed by: Paul Lewis

Seconded by: Len Bunnell

Vote: Carried unanimously

The meeting adjourned at 7:09 p.m.

Respectfully submitted by,

William Bucko, Vice-chair
Gloria J. Gathers, Minutes Clerk