

DRAFT
Town of Montville
Public Safety Building Committee

SPECIAL MEETING
Thursday, May 20, 2010 at 6:00 p.m.
Montville Town Hall, Council Meeting Room

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, Lt. Leonard Bunnell, David Jetmore, Paul Lewis, John MacNeil, and Jack Platt. Also present were Town Planner Marcia Vlaun, Town Engineer Tom Fenton and Dave King and Michael McKeon of Kaestle Boos Architects. Ray Coggeshall, Chris Ida, Jon Leonard and St. Michael Collins were absent from the meeting.

3. Pledge of Allegiance.

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

None

5. Approval of Minutes—April 29, 2010.

Motion: **That the Committee approves the minutes of May 13, 2010, as written.**

Proposed by: Paul Lewis

Seconded by: John MacNeil

Vote: Carried unanimously

6. Correspondence.

M. Vlaun handed out a draft of a proposed progress report that would be submitted to the Town Council to keep them informed as to the status of the public safety building project. She commented that the architectural contract with Kaestle Boos was signed by the Mayor and is housed in the Town Clerk's office. M. Vlaun suggested that an item is added to the Committee's agenda for approving invoices for payment. Discussion followed regarding the project budget.

7. Old Business.

M. Vlaun distributed to the Committee a copy of the letter to be sent to the Mohegan Tribal Council Chairwoman Malerba regarding a 30-day investigation of the proposed public safety building site for tribal artifacts. The letter was verbally approved by the Committee and signed by J. Platt.

8. New Business.

a. Workshop with project architect—Kaestle Boos.

D. King began discussion by explaining that the Committee would initially be making observations of the proposed public safety building by reviewing site layout pictures, reviewing the information from the Space Needs Assessment and other information that has

been completed. He said that the Committee would be taking the information already gathered and re-assessing it for changes to the project.

Per the discussion of the project, the Committee considered/discussed the following:

1. Two-story structure
 - ADA compliance
 - Cost and maintenance for a elevator
 - Location for administrative and operations area
2. Single story structure
 - Slab construction
 - With/without basement –dependent upon topography of site
3. Pitched roof vs. flat roof
 - Pitched roof – accessible for HVAC or storage
 - Pitched roof—more energy efficient
 - Pitched roof would complement progress of Route 32 corridor
(M. Vlaun will take pictures of the Route 32 corridor for review by Committee.)
4. Existing public safety structures done by Kaestle Boos
5. Town Engineer report
 - Topography of site—constraints with property lines, local wetlands, slope region; federal wetlands, Coastal Area Management Zone
 - Best place to access site
 - Parking—number of slots needed
 - Future use
 - Police training
 - Visitor parking
 - Non-patrol and unmarked vehicles
 - Paved versus non-paved areas
 - Boat
 - Emergency preparedness
6. Space Needs Assessment—completed in October 2008
 - Reconsideration of space needs
 - Original consideration—16,000 sq. ft.
 - Public space
 - Store capacity
 - Future needs
 - HVAC
 - Comfort level
 - Computers
7. Cell Tower
 - Location and size of base
 - Cabling
 - Radio room

L. Bunnell reported that the Space Needs Assessment has been given to officers for feedback. The Committee will review the results at its meeting next week. Per D. King, the Committee should consider the functions of the officers and the square footage needed to perform their duties.

P. Lewis asked if Kaestle Boos could create a schematic from the Spaces Needs Assessment to put a visual face on the design. M. Vlaun asked for a “neighborly design” that would have no impact on current businesses near the site and fit into the commercial zone.

L. Bunnell described the State statute regarding regionalization of dispatch services and parking required for the same. J. Platt will bring a four-station design for the Committee to review at its next meeting.

9. Remarks by the Public (three minute limit).

None

10. Remarks by Committee members.

None

11. Remarks by Town council Liaison.

None

12. Adjournment.

Motion: That the meeting is adjourned at 7:55 p.m.

Proposed by: John MacNeil

Seconded by: Lenny Bunnell

Vote: Carried unanimously

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk

Approved: _____