

**DRAFT**  
**Town of Montville**  
**Public Safety Building Committee**

**MEETING**  
**Thursday, June 24, 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 5:58 p.m.

**2. Roll Call.**

The following were present: William Bucko, Dave Jetmore, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were Sgt. Michael Collins, Dave King and Ben Monroe of Kaestle Boos Associates, Inc., Town Planner Marcia Vlaun, Town Attorney Ron Ochsner and Town Council Chair/ Liaison Donna Jacobson. Ray Coggeshall, Lt. Leonard Bunnell, and Chris Ida were absent from the meeting.

**3. Pledge of Allegiance.**

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

**Motion:** That the Committee adds Item 7a, Discussion of Referendum--  
Attorney Ochsner.

**Proposed by:** Dave Jetmore  
**Seconded by:** Paul Lewis  
**Vote:** Carried unanimously

**5. Approval of Minutes—June 17, 2010.**

**Motion:** That the Committee approves the minutes of June 17, 2010, as written.

**Proposed by:** Paul Lewis  
**Seconded by:** Dave Jetmore  
**Vote:** Carried unanimously

**6. Correspondence.**

None

**7. Old Business.**

**a. Discussion of Referendum -- Attorney Ochsner.**

Attorney Ochsner stated that he had talked with the Town Clerk regarding the timeline for Referendum. A handout was given to the Committee regarding the same and also included key activity dates. Attorney Ochsner stated that borrowing in excess of 5% of the Town's total tax obligation, per the Town Charter, would require that a Referendum be held. Key activity would begin once the architect submits the schematic plan and budget for the Committee's review and would follow sequentially with a review of the plans by Planning & Zoning and submission of plans and budget to the Town Council and the Town Finance Director. Per the timeline, the Referendum must be submitted to the Town Clerk by September 2, 2010, and sent to the Secretary of State for approval no later than September 17,

2010. In addition, the Referendum question must be published by October 1, 2010, 30 days prior to the Referendum.

Discussions of the above topics were then followed by discussion on the involvement of the Bond Counsel. Per approval by the Town, Attorney Ochsner would then speak with the Bond Counsel and determine the cost for their services, as requested by M. Vlaun. A special meeting with the Town Council regarding the project plans and costs is tentatively scheduled for either August 4<sup>th</sup> or August 5<sup>th</sup>, 2010. M. Vlaun explained the role of Planning & Zoning in the process and voiced concern about having a controlled budget process to preserve costs. D. Jacobson commented on the Town's bond rating in relation to acquiring funding for the project.

**8. New Business.**

**a. Workshop with project architect—Kaestle Boos.**

D. King introduced Ben Monroe, the project architect, who has been working with him on the schematic plans for the building project. Revised exterior and interior drawings were handed out to the Committee. Two (2) schematic exterior drawings showed arched versus flat top window framing above the exterior windows extending from the front entrance. The exterior drawings also include a dumpster and a generator and will also include front entrance barriers to prevent someone from driving through the front of the building. Discussion followed regarding the same. An enlarged floor plan on a larger scale was also distributed indicating the changes discussed at the last meeting i.e. office names. A suggestion was made to relocate a door to make an entrance from inside of the Youth Office. A question was also asked about fire protection and fire rated cabinets for artillery. Another query referenced the hiring of a construction manager, general contractor or clerk of the works. This topic will be added to the agenda for the next Committee meeting.

D. King reported on two proposals for geotechnical work on the building project—one for \$5,940 and the other for \$9,000. Copies will be given to M. Vlaun. T. Fenton's firm declined to make a proposal as they will be the engineer on the project. Information already obtained by T. Fenton will be shared. D. King also reported that he has begun working on estimates for the project and should meet the timeline deadline of July 15, 2010. J. MacNeil questioned the roofline of the building and M. Vlaun considered whether outlets would be available for electric vehicles. B. Monroe responded that a plan will be put together for the Committee's review that will include State specifications for a "green" building. The "green" features will be optional but can generate credits for the project and should be evaluated in the interests of the Town. The project team will also work with utility companies to maximize energy rebates in the best interest of the Town.

**9. Approval of bills.**

**Motion:**                   **That the Committee approves payment to Nathan Jacobsen & Associates from account 1086552213, in the amount of \$275.90.**

**Proposed by:**           Paul Lewis

**Seconded by:**         Jon Leonard

**Vote:**                     Carried unanimously

**10. Remarks by the Public (three minute limit).**

None

**11. Remarks by Committee members.**

M. Collins spoke about energy saving light bulbs used by the Clinton PD. D. Jetmore commented that the cost for achieving standards may outweigh the benefits. B. Bucko referenced Megan Bard's article in *The Day* on the building project.

The Committee commented on public awareness of the project. M. Vlaun said that a postcard will be sent out to the public.

**12. Remarks by Town council Liaison.**

D. Jacobson suggested the formation of a Political Action Committee (PAC) as a option, although the Committee members cannot be directly involved in it. She also commented that she had not seen a budget for the Committee. M. Vlaun responded that she had encumbered funds to carry over into the next fiscal year for miscellaneous engineering. The location of the funds for the payment to the Minutes Clerk was in question.

**13. Adjournment.**

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

**Proposed by:**       Dave Jetmore  
**Seconded by:**     John MacNeil  
**Vote:**                Carried unanimously

The meeting adjourned at 7:37 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk

**Approved:** \_\_\_\_\_