

DRAFT
Town of Montville
Public Safety Building Committee

SPECIAL MEETING
Thursday, July 1, 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 6:03 p.m.

2. Roll Call.

The following were present: William Bucko, Lt. Leonard Bunnell, Dave Jetmore, Chris Ida, Paul Lewis, John MacNeil and Jack Platt. Also present were Sgt. Michael Collins, Chuck Boos and Ben Monroe of Kaestle Boos Associates, Inc., Town Planner Marcia Vlaun, and Town Council Chair/Liaison Donna Jacobson. Ray Coggeshall, Jon Leonard, and Paul Lewis 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—June 24, 2010.

Motion: **That the Committee approves the minutes of June 24, 2010, as written.**

Proposed by: Len Bunnell

Seconded by: Bill Bucko

Vote: Carried unanimously

6. Correspondence.

J. Platt referenced a letter he received from Mohegan Tribal Council Chair Marilynn Malerba regarding the Tribe's inspection of the Route 32 building site for tribal artifacts. The Tribal Archaeology Department has made contact with M. Vlaun to begin the process. M. Vlaun sent a site layout to them and she will follow up with them again in two weeks.

M. Vlaun handed out the July Monthly Progress Status Report for the Committee that will be submitted to the Town Council.

7. Old Business.

a. Discussion with Attorney Ochsner regarding Referendum.

Attorney Ochsner was absent from the meeting. This item will be added to the next meeting agenda.

8. New Business.

a. Workshop with project architect—Kaestle Boos.

Ben Monroe, the project architect, introduced Chuck Boos to the Committee. B. Monroe distributed revised exterior building elevations that now included a peaked groove and curved line of window and bay windows with a masonry base and tract up to the roof line. A larger scale version of the site plan that provides more definition was also distributed. On this

version of the site plan the back lower impound lot and the communication tower pad were modified to allow for possible expansion.

Discussion followed regarding the responsibility for construction of the communication tower pad, surveying of the site, developing a spec for the area, public requests for proposals for the same. The Committee agreed that a sub-committee would be formed to follow through with the topics as listed above for the development of the communication tower pad. The Committee also agreed that even with the development of the communication tower pad that the aim is to have one building site plan and one surveyor for the entire building project. M. Vlaun explained the process for the getting the building project from the permit process through to the start of construction. She added that the geo-technical firm would meet with the Inlands/Wetlands Commission on July 27, 2010.

Motion: That the Committee authorizes the geo-technical survey as proposed in the letter from Welti Clarence Associates, Inc., dated June 24, 2010.

Proposed by: Dave Jetmore
Seconded by: Len Bunnell
Vote: Carried unanimously

Motion: That the Committee approves the building plans dated July 1, 2010, as presented by Kaestle Boos Associates, Inc.

Proposed by: Len Bunnell
Seconded by: Chris Ida
Vote: Carried unanimously

b. Discussion on hiring a general contractor, construction manager, or clerk of the works.

C. Boos explained the differences in the roles of the general contractor, construction manager and the clerk of the works, now known as the owner's representation, who will look over the shoulder of the general contractor or construction manager and work heavily with the architect. B. Bucko distributed a handout that explains the duties and responsibilities of the owner's representative for the Committee's review. The architects favored the hiring of a general contractor. This topic was continued until the next meeting.

c. Discussion on communications tower.

Per the discussion under Item 8 regarding the communications tower, L. Bunnell distributed to the Committee a sample lease for a communication tower and comments from the Town Attorney about the lease. J. Platt agreed with the start of a sub-committee discussed earlier and appointed J. Leonard, B. Bucko, and C. Ida, to work with L. Bunnell on the sub-committee.

9. Approval of bills.

An invoice from Kaestle Boos for work done thus far was given to M. Vlaun for processing prior to approval by the Committee.

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

None

11. Remarks by Committee members.

None

12. Remarks by Town council Liaison.

D. Jacobson spoke about an issue brought to her from the Town Attorney regarding the Committee's use of Attorney Ochsner that was commented on by M. Vlaun. The Committee agreed to have the Chair discuss the matter with the Mayor who will then get back with M. Vlaun.

13. Adjournment.

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

Proposed by: Chris Ida

Seconded by: Len Bunnell

Vote: Carried unanimously

The meeting adjourned at 7:47 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk

Approved: _____