

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

**SPECIAL MEETING**  
**Thursday, July 15, 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, Lt. Leonard Bunnell, Chris Ida, Dave Jetmore, and Jack Platt. Also present were Sgt. Michael Collins, Town Planner Marcia Vlaun, Town Attorney Ron Ochsner and Chuck Boos (6:03 pm), Ben Monroe, and James Sperry of Kaestle Boos Associates, Inc. Ray Coggeshall, Jon Leonard, Paul Lewis and John MacNeil 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—July 8, 2010.**

**Motion: That the Committee approves the minutes of July 8, 2010, as written.**

**Proposed by:** Len Bunnell

**Seconded by:** Bill Bucko

**Vote:** Carried unanimously

**6. Correspondence.**

M. Vlaun handed out the response letter to the Mohegan Tribal Archaeology Program Coordinator, Elaine Thomas, drafted by she and Attorney Ochsner regarding the investigation of the public safety building site for tribal artifacts. Per the letter, the investigation was to be conducted within 30 days and limited to the area cited on the schematic site line that was sent to them.

**Motion: That the Committee agrees to send a response letter to the Elaine Thomas, Mohegan Tribal Archaeology Program Coordinator, regarding the archaeological investigation of the public safety building site.**

**Proposed by:** Len Bunnell

**Seconded by:** Bill Bucko

**Vote:** Carried unanimously

The letter was signed by J. Platt this evening. M. Vlaun also distributed a copy of the wetlands report from the project soil scientist that the Inland Wetlands Commission will receive later this evening. Further, correspondence regarding bonding will be discussed later under agenda Item 8b.

**7. Old Business.**

**a. Discussion with Attorney Ochsner regarding related matters.**

Attorney Ochsner reported that the project is on track with the schedule and timeline for general ballot in November. He said that the schematics and cost estimates have been submitted to Bond Counsel and the information has been obtained from the Town Finance Director concerning bonding. Attorney Ochsner also said that the meeting between the Committee and the Town Council for August 3 or August 4 needs to be solidified. He further added that he and M. Vlaun worked together on the letter to the Mohegan Tribal Archaeology Program Coordinator signed by J. Platt this evening.

As to the formation of a PAC, Attorney Ochsner said there was nothing in the Town's charge to the Committee on the topic. He stated he saw nothing to prevent private persons and those on the Committee forming a PAC that must be separate and distinct from the Committee. Attorney Ochsner added that C.G. S. Section 960 speaks to violations regarding the same. L. Bunnell clarified his reason for wanting to invite those who have been involved in the building process and/or a PAC. He stated it would be beneficial for the Committee to hear from those with prior building project experience.

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

There was no discussion on this agenda item.

**c. Report from the sub-committee on communication tower.**

L. Bunnell reported that the sub-committee did not meet but the RFP for bids for the communication tower was sent out. A sub-committee pre-proposal meeting will be scheduled for July 21 at 10:00 a.m. to give vendors submitting bids the opportunity to ask questions. The findings from that meeting will be discussed by the sub-committee at a meeting at 12 noon on that same date. The agendas for these meetings will be posted with the Town Clerk. The Finance Director will be authorized to accept the bid proposals. M. Vlaun suggested that the sub-committee develop a rating/ranking system for review of the bid proposals.

**8. New Business.**

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

B. Monroe of Kaestle Boos introduced his colleague James Sperry, the landscape architect for the public safety building project. J. Sperry stated that he would meet informally with the Inland Wetlands Commission prior to its July 15 meeting this evening and would later meet with Planning & Zoning on July 27 to discuss the landscape plan for the building project. He further stated that although some fine-tuning would be done to the landscape plan it will basically consist of what the Committee has already seen. J. Sperry also added that he anticipates no problems with Federal wetlands. Discussion followed regarding parking in front of the building, access to parking on the site, and security factors.

B. Monroe reported that he met with MEP engineers regarding a "green" building and building systems. He presented to the Committee two (2) pre-design estimates of probable cost of construction for their review that included an estimate for indirect or "soft" costs. One of the estimates included building and system upgrades for LEED standards. The Committee questioned the advantage of LEED certification, the capability of the Town to maintain said standards, and education and training for the same. B. Monroe commented that there is no actual benefit for having LEED certification--presentation of plaque and an agreement to maintain LEED standards.

Responding to a question from B. Bucko, B. Monroe stated that the cost for a construction manager was included in the construction budget but owner's responsibility was not. A clerk of the works would add \$100,000 to the budget estimate. B. Monroe assured the Committee that his firm re-estimates costs after each project phase, including checks and balances, with every effort made to bring the project in at estimated cost. The project estimates do not include the cost for a communication tower but does include estimated bonding costs exclusive of legal fees that cannot be bonded.

M. Vlaun distributed to the Committee a memorandum from the Finance Director regarding the cost for bonding for the public safety building project. She said a project cost estimate was needed so that Attorney Ochsner could confer with Bond Counsel.

**Motion: That the Committee accepts the July 12, 2010, project cost estimate as presented by Kaestle Boos and revised by the Committee to 6.5 million dollars.**

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

**b. Report on discussion with Finance Director regarding financial statement on bonding.**

This agenda item was discussed under Item 8a.

**9. Approval of bills.**

None

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

None

**11. Remarks by Committee members.**

The Committee thanked Attorney Ochsner, M. Vlaun, and Kaestle Boos for a job well done.

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

None

**13. Adjournment.**

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

**Proposed by:** Dave Jetmore  
**Seconded by:** Bill Bucko  
**Vote:** Carried unanimously

The meeting adjourned at 7:44 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk