

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

**MEETING**  
**Thursday, July 22, 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, Jon Leonard, Paul Lewis, John MacNeil, and Jack Platt. Also present were Town Attorney Ron Ochsner, David King of Kaestle Boos Associates, Inc. and Town Council Liaison Donna Jacobson. Ray Coggeshall, Chris Ida, and Dave Jetmore 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 15, 2010.**

**Motion:**                   **That the Committee approves the minutes of July 15, 2010, as written.**

**Proposed by:**           Len Bunnell

**Seconded by:**         Bill Bucko

**Vote:**                    Carried unanimously

**6. Correspondence.**

None

**7. Old Business.**

**a. Discussion of matters referred to Town Attorney.**

Attorney Ochsner reported that he researched whether it was necessary for Committee approval and per the Town Charter to have a Town Meeting pertaining to the public safety building project. He said he spoke with the Town Attorney who indicated that a Town Meeting was not needed, only the approval of the Town Council before proceeding to Referendum. Attorney Ochsner also said that the Town Attorney suggested information sessions with the public.

Attorney Ochsner also reported that he received a letter from Bond Counsel along with documentation needed by the Town Clerk and Town Council to advance the bond proposal forward for approval and toward Referendum. He mentioned that the next Town Council meeting is scheduled for August 9 in addition to a prior joint meeting with the Committee to be held on August 5 wherein the details of the building project would be discussed. Attorney Ochsner again referenced the timeline and specific deadlines that must be met. He said that all Town action must be completed before September 17, 2010, so that the Town Clerk could forward the Referendum question to the Office of the Secretary of State. Attorney Ochsner mentioned that Town entities for which approval is necessary. The Committee debated ways

for keeping the public informed about the building project and whether to seek approval for the project at a regular or special meeting of the Town Council. The Committee

**Motion: That the Committee adds to the agenda as Item 8b, its recommendation to the Town Council for its approval of the Public Safety Building Project.**

**Proposed by:** Len Bunnell  
**Seconded by:** Paul White  
**Vote:** Carried unanimously

L. Bunnell will speak with the director of the Senior Center for use as the location for the joint meeting of the Committee and the Town Council on August 5. He will then notify D. Jacobson so that the agenda for the meeting can be modified accordingly.

**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 conducted its pre-proposal meeting today, July 22, at 10:00 a.m. regarding the RFP for the communications tower. He said that four (4) companies attended the meeting and were given a brief overview of the equipment that would be needed. Vendors were also given a copy of the site plan for the communications tower. The bid proposals are due at the Town Finance Director's Office by July 30.

L. Bunnell said a formal sub-committee meeting was held today, July 22, at 12:00 p.m. following the pre-proposal meeting. The Sub-Committee talked about the earlier meeting in addition to the color for the communications tower, whether the tower will be environmentally friendly, the driveway bypass to the tower pad, the cost for the tower project, the life span and warranty rating, and expansion. Vendors will be assessed through a background review.

The prospective vendor for the communications tower will lease a 100' x 100' piece of the pad to construct the tower. The vendor will add the public safety building equipment to the tower and will contract with a cell phone company. The Town will charge rent for the tower. D. Jacobson asked that if information is known about the revenue stream for the tower that it be made known at the August 5 joint meeting with the Town Council.

**8. New Business.**

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

D. King referenced the email forwarded to the Committee from his firm regarding their Abington project. He stated that when the Referendum has passed, his firm will prepare monthly a summary sheet and schedule of values broken down by line item to track the costs of construction. D. King added that Jim Sperry of his office has met with Town Planner M. Vlaun and submitted preliminary information to Planning & Zoning and Inland Wetlands.

**b. Proposal to Town Council for appropriation and bonding of funds. (*Added to agenda.*)**

**Motion:** It is hereby resolved that the Public Safety Building Committee recommends to the Montville Town Council the inclusion on its agenda of an item to consider and act on a resolution relating to the appropriation of funds and issuance of bonds as recommended by the Town Bond Counsel by letter dated July 22, 2010.

**Proposed by:** John MacNeil  
**Seconded by:** Jon Leonard  
**Vote:** Carried unanimously

**Motion to Amend:** It is hereby resolved that the Public Safety Building Committee recommends to the Montville Town Council the inclusion on its agenda of an item to consider and act on a resolution relating to the appropriation of funds and issuance of bonds *for the design and construction of a public safety building*, as recommended by the Town Bond Counsel by letter dated July 22, 2010.

**Proposed by:** John MacNeil  
**Seconded by:** Jon Leonard  
**Vote:** Carried unanimously

9. Approval of bills.

None

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

None

11. Remarks by Committee members.

J. Platt asked whether the Committee still needed to meet weekly. The Committee agreed that a special meeting would not be scheduled for July 29, 2010.

12. Remarks by Town council Liaison.

D. Jacobson questioned the bonding for the project as discussed at the last meeting and the Committee's decision regarding a PAC. It was clarified that the difference in the estimates submitted on the project costs referenced the cost for LEED standards. J. Platt commented that he hoped there would be a PAC but said it would not be run by the Committee. D. Jacobson also questioned whether the Committee had been seeking grants or other funding for the project. L. Bunnell, P. Lewis, and B. Bucko referenced letters sent previously by the Ad-Hoc Public Safety Building Committee to Governor Rell, CT Legislators and others regarding the \$800,000 appropriated to the town for which there has been no response. Thus the only potential revenue as a result of the project would come from the communications tower or through regionalization of the emergency dispatch system that is being touted by the State. D. Jacobson agreed to review potential grants through the USDA for rural development.

13. Adjournment.

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

**Proposed by:** Paul Lewis  
**Seconded by:** John MacNeil  
**Vote:** Carried unanimously

The meeting adjourned at 7:13 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk