

DRAFT
Town of Montville
Public Safety Building Committee

MEETING
Thursday, December 16, 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, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were architect David King of Kaestle Boos Associates, Inc., Town Planner Marcia Vlaun, and Attorney Ronald Ochsner. Ray Coggeshall and Chris Ida were absent.

3. Pledge of Allegiance.

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

5. Approval of Minutes—November 18, 2010 and November 30, 2010.

Motion: That the Committee approves the minutes for November 18, 2010, and November 30, 2010, as written.

Proposed by: John MacNeil

Seconded by: Paul Lewis

Vote: Carried unanimously

6. Correspondence-----None

7. Executive Session-----None

8. Town Planner's Report.

M. Vlaun reported she attended the Town Council meeting of December 13, 2010.

- She distributed to the Committee the revised Charge for the building committee as approved by the Town Council and reported a timeline and monthly report was given to the Town Council.
- Reported that the \$700,000 appropriation for Montville did not have a majority vote by the State Bond Council at its last meeting. The next meeting is scheduled for December 22, 2010.
- Per the Town Council, the building project now has assigned accounts numbers for soft costs and construction costs.
- Future meetings of the Committee will be held in Room 203 of the Town Hall.
- The Committee will grant final approval of the project.

9. Old Business.

a. Discussion on matters referred to Town Attorney.

1. Update on amendment to Kaestle Boos Phase II contract.

Attorney Ochsner said he received and reviewed the amendment for Phase II of the architectural contract that sets out the soft costs and the arrangement for which the architect

will be based. The contract has been signed by Kaestle Boos and awaits the signature of J. Platt.

2. Review Town Council Charge

This discussed under the Town Planner's Report.

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

This agenda item was tabled without objection.

c. Report from the Fire Marshall, Ray Occhialini.

R. Occhialini reported that per the Town Council resolution a Regional Dispatch Committee will be established. This committee will include Town Councilor Dana McFee, and Committee members J. Leonard and J. Platt. A report will be given monthly to the building committee.

d. Discussion sub-committee on communications tower.

The Committee discussed the communication tower as follows:

- L. Bunnell reported that the committee has not met but that letters had been sent to contractors who responded to the RFP that the committee would touch base with them.
- Attorney Ochsner said that the building committee needs to discuss its direction regarding the same.
- M. Vlaun said that Jim Sperry of Kaestle Boos has experience with communications towers and proposed having him do a coverage study having the item included in the RFP.
- R. Occhialini spoke about line of sight for the tower, research conducted with a company on the same, and a receiver booster for dead spots in the Town.
- M. Vlaun reiterated her concern that the site plan for communications tower is not altered.
- L. Bunnell commented that a tower positioned closer to the building would be detrimental to parking and he added that potential revenue for the Town was "sold" to Town residents.
- A joint meeting of the dispatch and communication tower committees will take place on Tuesday, December 21, 2010, at 2 p.m. at the Police Department.

e. Discussion on communications tower.

This item was discussed under Item 9d.

f. Discussion on construction timeline.

D. King said that his firm is on schedule with the documents for approval by the local boards and commissions.

10. New Business.

a. Workshop with project architect—Kaestle Boos.

L. Bunnell reported on proposed changes to the floor plan from a working group of officers that was reflected in the floor plan submitted to the Committee for review. Discussion by the Committee included the following:

- Separation and "sight and sound" issues of youthful offenders and federal and state standards for the same.
- Discussion of the truss, metal versus wood, to avoid installing a sprinkler.
- Items that generate the most change orders.
- Furniture and equipment for the public safety building.
- Prevention/lessen cost overruns.
- Telephone poles that surround the site for the building.

- Proprietary systems and manuals, training, videotaping for same.

J. Platt proposed that the Committee reviews the proposed changes to the floor plan for further discussion. M. Vlaun reiterated that she would like to have the final site plan by mid-January.

b. Discussion on name of Public Safety Building.

L. Bunnell initiated discussion about naming the building. The item was tabled.

c. Review of basement concept.

The Committee weighed the pros and cons for a basement for the public safety building. D. King reported on his discussion with his estimator for adding a proposed basement to the project and deemed that the current site for the building is level and to make the building two-story would “fight” the site to build, in addition to possibly reducing the size of the building and redesigning it that would incur added costs to the project.

Motion: That the Committee agrees to proceed with the current proposed site and floor plans, without the addition of a basement.

Proposed by: Dave Jetmore

Seconded by: John MacNeil

Vote: Carried unanimously

d. Appointment of a representative to Regional Dispatch Committee.

Motion: That the Committee appoints Jack Platt to service on the Regional Dispatch Committee.

Proposed by: Dave Jetmore

Seconded by: John MacNeil

Vote: Carried unanimously

e. Discussion on bi-monthly Committee meetings.

The Committee agreed that it would continue to meet once a month until completion of design and development and construction documents. The project is scheduled to go out to bid in May 2011.

11. Approval of bills. -----None

12. Remarks by the Public (three-minute limit). -----None

13. Remarks by Committee members.

L. Bunnell thanked the Committee for listening to his comments/complaints addressed this evening. The Committee wished each other a happy holiday.

14. Remarks by Town Council Liaison.-----None

15. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Dave Jetmore

Seconded by: Len Bunnell

Vote: Carried unanimously

The meeting adjourned at 7:32 p.m.

Respectfully submitted by,

Jack Platt, Chair
Gloria J. Gathers, Minutes Clerk