

DRAFT
TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE

Meeting
Thursday, March 31, 2011 at 6:00 p.m.
Montville Town Hall, Room 203

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, Ray Coggeshall (6:10 p.m.) Chris Ida, Dave Jetmore, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were architect David King of Kaestle Boos Associates, Inc. (“KBA”), Town Planner Marcia Vlaun, Attorney Ron Ochsner, Town Liaison Donna Jacobson, Sgt. Michael Collins.

3. Pledge of Allegiance.

4. Remarks by the Public Relating to Agenda Items (three-minute limit).-----None

5. Approval of Minutes—March 10, 2011.

Motion: **That the Committee approves the minutes for March 10, 2011, as written.**

Proposed by: Paul Lewis

Seconded by: Chris Ida

Vote: Carried unanimously

6. Correspondence.-----None

7. Town Planner’s Report.

M. Vlaun reported the following:

- The wetlands permit was approved for the building project.
- Planning & Zoning approved the site plan.
- A solution was found for the location of the drive and propane tank at Montville Hardware—a metal guard rail and planting screen will be installed. (*Handout #1, Guard rail & Planting Screen at Propane Filling Station*) There were no objections to the solution.

8. Old Business.

a. Report from Fire Marshal ray Occhialini on Regional Dispatch Committee.

No report.

b. Discussion on matters referred to Town Attorney.

Attorney Ochsner reported the following:

- Finalized and advertised the Communications Tower RFP—it is posted on the Town website and has received 73 hits thus far.
- The RFP has been distributed widely as Attorney Ochsner received a call from a vendor in Kentucky.

- In the process of reviewing the bid package and all the documents that are in standard AIC format and has contacted CIRMA, the Town's insurance provider.
- Project documents will be given to the State for review.

c. KBA – Bid Alternates – Cost Estimates.

D. King reported that his team has been evaluating the bid alternates aiming to reduce the project budget, which has decreased some. He also spoke with M. Vlaun about items that could be considered as alternates, but not completely removed from the project. He discussed alternates as follows:

- Roofing
- Windows—substituting Andersen Windows versus aluminum (the estimator is reviewing the same)
- Fitness Area—was to be padded rubber; substitute tile and leave pads were weights are located; mirrors will be an alternate
- Training Room—acoustical panels as an alternate (estimated at \$5,000)

The Committee discussed the impound lot and considered reducing its size and bidding it as an alternate. M. Vlaun discussed the rationale for having the impound lot bid as an alternate mentioning the oil/water separator. It was added that the lot should be paved considering the influence of the wetlands. M. Vlaun continued that taking “meaningful” alternates out of the estimate would reduce the base estimate for the project and lean it toward the cost low. She also addressed discrepancies that have been published recently in the *Norwich Bulletin*.

P. Lewis commented that the project will benefit greatly with bidding given the economy. M. Vlaun noted that the adjusted cost figure includes items such as higher electrical costs but the maximum had been left in for computers/workstations and communications. In answer to B. Bucko's question, the elimination of plantings would be replaced by lawn. D. King explained that base bids and alternate bids are generally held for 60-90 days.

J. Leonard spoke about a conference he attended on March 24-25, in Tampa, Florida, entitled “Public Safety Facilities Planning Seminar.” He commented on a sales track savings plan that is built into FF&E. (D. King responded that municipalities cannot be charged sales tax. Instead, the savings accrues to the project/Town on bid day.) J. Leonard added that lighting packages are figured on high end because of the fixtures. (D. King responded that the project does not have a lot of high end lighting or LED type fixtures. Instead, they are energy efficient with little glare.) J. MacNeil asked about cost savings through a CL&P sponsored program. D. King responded that the programs come and go and that rebates are sketchy due to the prominence of energy efficiency.

M. Vlaun asked that D. King met with communications and the Town IT staff to finalize information systems and to meet with any other groups, as needed. Bid documents are scheduled to be done by April 26. She reiterated the base bid with alternatives is the conservative approach to take for the project and adding that the entire budget does not have to be spent. M. Collins discussed the importance of the impound lot to the project explaining that if property needs to be stored it would incur costs to the Town.

(Handout #2, Aggregated Estimated Costs; Handout #3, Estimate Summary Design Development; Handout #4, FF&E Scope, Exhibit B)

9. New Business. None

10. Approval of bills. None

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

12. Remarks by Committee members.

J. Leonard commented that the interior designer had given samples of a proposed tile for the building project. He asked for the name of the tile explaining that at one of the sites visited by the Ad-hoc Committee the tile when walked upon was said to sound like wet feet. L. Bunnell asked J. Leonard to forward the information to him. B. Bucko asked if a barrier would be erected around the grave markers near the site—the response was “no.” P. Lewis commented that he reviewed all the draft documents that he received and noted one minor issue that D. King noted. M. Vlaun commented on pending permits for the project, i.e. telephone poles, and thanked the Committee for working so hard to complete the budget estimates and the site and floor plans.

13. Remarks by Town Council Liaison.

D. Jacobson reported that the Town Council passed a resolution to retain Attorney Ochsner whose term will expire on December 31, 2011, but can be re-ratified the following year. She also commented that it was incredible to watch how diligent the Committee worked to contain project costs, ever mindful of the taxpayers.

14. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Jon Leonard

Seconded by: Len Bunnell

Vote: Carried unanimously

The meeting adjourned at 6:50 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk