

DRAFT
TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE

Meeting
Thursday, November 17, 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, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were Dave King, Architect of KBA, Construction Administrator Freddie Khericha of KBA and Town Planner Marcia Vlaun. Committee members Leonard Bunnell, Ray Coggeshall, Dave Jetmore and Chris Ida were absent.

3. Pledge of Allegiance.

All stood and pledged the flag.

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

None

5. Approval of Minutes—Meeting of October 27, 2011.

Motion: That the Committee approves the meeting minutes of October 27, 2011, as written.

Proposed by: Jon Leonard

Seconded by: Paul Lewis

Vote: Carried unanimously

6. Correspondence.

None

7. Town Planner's Report.

a. Budget

M. Vlaun reported on the public safety building budget as follows:

- A FFE meeting was held November 15 and the estimate came in higher. Dispatch chairs that were in the budget were eliminated—twelve chairs at a cost of \$279 each that staff will not occupy when the building is finished. The cost for those chairs will be put in dispatch costs, not the FFE budget (*Handout #7*). All chairs will be armless. Three workstations were eliminated as they will be moved from the existing facility.
- The cost for janitorial supplies, \$14,338, will be reviewed.
- The lobby furniture will be permanently fixed so they cannot be moved and so its structure cannot be dented or scratched. Per D. King, the lobby furniture can be made stationery in the middle of the lobby.
- A list must be compiled of items that the Town will need to purchase—microwave, refrigerator etc. (*Handout #8*).
- Handouts to Committee: Two-week Look Ahead (*Handout #1*); Architect Report (*Handout #2*); Proposed Change Order #2—credit of \$2,952.57 (*Handout #3*);

Proposed Change Order #3--\$224.85 (*Handout #4*); Bills Paid Spreadsheet (*Handout #5*); Budget Worksheet (*Handout #6*).

b. Systems Coordination.

M Vlaun reported on systems coordination as follows:

- M. Vlaun and F. Khericha worked together on the systems coordination and asked the parties involved to submit their questions regarding Addendum #6 that were answered by F. Khericha.
- A systems coordination meeting is scheduled for November 21 at 2 p.m.
- The construction meeting was rescheduled to November 21 at 12:30 p.m. due to the Thanksgiving holiday.

c. Tower Construction.

- The communication tower location has been moved closer to the public safety building (*Handout #9*).
- The surveyor was asked to stake out trees within the line of sight of the tower—will be cleared by the Town at no cost to the building project.
- R. Occhialini wants a generator specked for the building to be a backup for the communication tower which cannot be done as it would cut into the reserve capacity of the generator.
- Finalized placement of conduit for communication tower—additional conduit was installed.
- R. Occhialini has found funds for a backup generator for the communication tower in his budget that will be separate from the building project.
- Consideration of a separate generator for backup to the communication tower and support for the public safety building.
- A building permit for the communications tower will be sought and an engineer must be hired to conduct a peer review of the tower design. Additionally, the tower must be inspected once it's erected.
- Although the project has absorbed a lot of unanticipated costs as the communications tower was originally to be a separate entity, the contingency is being held at \$100,000.
- Per F. Khericha, the tower will have separate electrical service.

d. Owner Responsibilities.

- All of the owner's responsibilities inside and outside of the contract must be identified including MetroCast service from the pole to the building.
- One list will be prepared so that no items are missed and so that there are no unexpected costs. F. Khericha, L. Bunnell, and B. Bucko will help with this task.

Motion: That the Committee drafts a letter to the technical systems experts for the public safety building to have them forward their plans to Construction Manager, F. Khericha within the next two weeks.

Proposed by: John MacNeil

Seconded by: Bill Bucko

Vote: Carried unanimously

8. Old Business.

- a. Report from Fire Marshal Ray Occhialini on Regional Dispatch Committee.**

No report as R. Occhialini was absent from the meeting.

b. Discussion on matters referred to Town Attorney.

M. Vlaun reported to the Committee on the following:

- Attorney Ochsner forwarded to M. Vlaun a Sight Line Easement Agreement (*Handout #10*) and addresses two small areas, per the DOT, to avoid reinstalling a traffic light.
- The agreement will require the signatures of the Mayor and J. Platt.

9. New Business.

a. KBA Report.

F. Khericha reported on the following:

- He receives submittals from A. Secondino & Son, the general contractor, for closing up the building which KBA is reviewing and returning on the day they are received.
- There have been no major issues as of today.
- The concrete contractor is having difficulty obtaining silt for the mockup panel that F. Khericha directed be put up.
- He is trying to arrange a meeting with the concrete contractor, preferably on November 21.
- Electrical conduits are in place and underground plumbing is installed.
- Trying to have the first floor of the building fully concreted by December.
- The general contractor is moving at a very fast pace and the project is on schedule.
- He is pushing for coordination drawings so there will be no problems with ceiling heights.
- Commented on the systems coordination meeting discussed earlier by M. Vlaun.
- D. King reported that the building will have a cornerstone that can be dedicated by the Free Masons anytime after the stone is set.

b. Addition to Agenda:

Motion: That the Committee reschedules its meeting of December 22, 2011 to December 15, 2011, and notifies the Town Clerk of the change.

Proposed by: Paul Lewis

Seconded by: John MacNeil

Vote: Carried unanimously

10. Approval of bills.

a. A. Secondino & Son -- \$117,907.35 (to be paid).

Motion: That the Committee approves payment No. 3 to A. Secondino & Son, in the amount of \$260,516.60 (*Handout #11*).

Proposed by: John MacNeil

Seconded by: Paul Lewis

Vote: Carried unanimously

Motion: That the Committee approves the Credit Change Order #2, in the amount of \$2,952.57 (*Handout #3*).

Proposed by: Paul Lewis

Seconded by: John MacNeil

Vote: Carried unanimously

Motion: That the Committee approves Change Order #3 in the amount of \$224.85.
Proposed by: Paul Lewis
Seconded by: John MacNeil
Vote: Carried unanimously

11. Remarks by the Public (three-minute limit).

None

12. Remarks by Committee members.

B. Bucko commented that he has attended all of the site meetings and said that the job has “good momentum” and is a “safe site.” J. Platt would like a scheduled walk-thru of the site, periodically. J. MacNeil expressed concern about the quality of the chairs in the FFE. M. Vlaun said that the training room will be the biggest expense to furnish. She explained that there is a limit as to what to spend versus the comfort and abuse of the chairs. She also said that some of the chairs might be interchangeable and that the FFE order costs finalized for delivery as storage would be an additional cost. J. Platt inquired about the trees that were down at the site as a result of the recent storm. M. Vlaun answered that CL&P would be providing free tree cutting to towns/cities.

13. Remarks by Town Council Liaison.

None

14. Adjournment.

Motion: That the meeting is adjourned.
Proposed by: John MacNeil
Seconded by: Paul Lewis
Vote: Carried unanimously

The meeting adjourned at 6:50 p.m.

Respectfully submitted by,

Jack Platt, Chair
Gloria J. Gathers, Minutes Clerk