

Approved: \_\_\_\_\_

**DRAFT**  
**TOWN OF MONTVILLE**  
**PUBLIC SAFETY BUILDING COMMITTEE**

**Meeting**  
**Thursday, December 27, 2012 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, Leonard Bunnell, Dave Jetmore, John MacNeil and Jack Platt. Also present was Town Planner Marcia Vlaun and Dave King of KBA Associates. Committee members Ray Coggeshall, Chris Ida, Jon Leonard and Paul Lewis 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—1. Meeting of November 15, 2012 and 2. Special Meeting of December 6, 2012.**

**Motion:** That the Committee approves the meeting minutes November 15, 2012 and the special meeting minutes of December 6, 2012, as written.

**Proposed by:** John MacNeil

**Seconded by:** Len Bunnell

**Vote:** Carried unanimously

**6. Correspondence.**

None

**7. Town Planner's Report.**

**a. Monthly Activity Report.**

M. Vlaun updated the Committee on the status of the building project as follows:

- The special inspections report by KBA and special testing was completed with no outstanding items.
- Appliances have been delivered.
- The State of CT flag and the U.S. flag have been ordered; a space is available on the flagpole for an additional flag.
- Training for the HVAC system is scheduled for 9:00 a.m. on Tuesday, January 8, 2013; training for the security and technology is scheduled for Wednesday, January 9, 2012 at 9:00 a.m. Town officials B. O'Neill and J. Bordeaux have been notified of the same.

- The dishwasher ordered for the break room does not fit in the cabinet provided so a new one has been ordered.
- The dispatch break room that has a large refrigerator and a microwave that was approved and built has no counter space. Purchase of a smaller refrigerator is being contemplated. Mail slots were installed on the west wall in addition to lockers purchased outside of the project.
- Where the refrigerator is locked in the evidence lab, there is not an electrical outlet.
- Some key/lock combinations need to be reconfigured.
- Storage space outside of the evidence lab and within the munitions area will be addressed and necessary items will be purchased.
- A bill was received from the WPCA for \$13,282.50 for water/sewer connection.
- The weapons cleaning bench was discussed. The Committee deemed that if needed it could be purchased in the future as a capital improvement item.
- She will work with D. King and the FFE designer to order needed items.

**b. Budget.**

M. Vlaun commented on the budget handout, (*Handout #1*), as follows:

- The balance of the contingency for the project is \$88,663.83 that is healthy for this phase of the project.
- FFE items came in under budget.
- The project was not charged for the final bonding (\$35,000).
- The budget still carries the owner's representative fee of \$40,000.
- The WPCA fee is added into the project budget.
- Most budgetary items are 100% complete.
- The exterior planting is outstanding and will be done in the spring.
- The status of the flashing traffic light remains outstanding.

**c. Coordination checklist/Timeline.**

M. Vlaun commented that the project is on time and under budget and discussed this item under Item 7a.

**d. Communications Commissioning.**

M. Vlaun commented on this item under Item 7a.

**8. Old Business.**

**a. Report from Fire Marshal Ray Occhialini on Regional Dispatch (Tower Status)**

None

**b. Discussion on matters referred to Town Attorney (site line easement).**

None

**c. Report from Change Order Subcommittee.**

None

**d. 911 Memorial.**

J. Platt reported that a meeting was held on Tuesday, December 17 when prices for the smaller brick pavers were set at \$50 that includes up to three lines of text. Orders forms for the same will be available at the Open House.

**e. Report on Open House. *(added to the agenda)***

J. MacNeil reported that he and J. Platt met with the Boy Scouts representatives who are excited about the event. The Boy Scouts will cook and serve refreshments in the sally port. He also said that he has met with Stop & Shop concerning the menu that is within the budget for the same. The scissors for the event have been donated. Mayor McDaniel is working on the invitations. L. Bunnell commented that project photos from the beginning of construction to present are complete and will be displayed on a Smart-Board at the event. The program for the event is being done by Dime Bank. Per M. Vlaun, J. MacNeil will speak with J. Bordeaux regarding facilities' supplies.

**9. New Business.**

**a. KBA Report.**

None

**b. Building ceremony.**

None

**10. Approval of bills.**

**a. A. Secondino & Son Payment #16--\$201,331.60.**

**Motion:** That the Committee approves payment No. 16 to A. Secondino & Son, in the amount of \$201,331.60.

**Proposed by:** John MacNeil

**Seconded by:** Len Bunnell

**Vote:** Carried unanimously

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

None

**12. Remarks by Committee members.**

B. Bucko reported that the weekly project meetings continue.

**13. Remarks by Town Council Liaison.**

None

**14. Adjournment.**

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

**Proposed by:** John MacNeil

**Seconded by:** Dave Jetmore

**Vote:** Carried unanimously

The meeting adjourned at 6:47 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk