



RECV'D: Office of the Town Clerk November 3, 2015 1:19pm

11/02/2015

Called to order 7:11 PM

In Attendance:

Greg Hanks	Dick Spooner	Josh Villa
Carl Manacchio		Jim Ledford

Guests Present:

Absent

1) Peter Cascini

Approval of Agenda for October Meeting

Greg Hanks made motion to accept meeting agenda Seconded by Dick Spooner passed unanimously

Approval of minutes for August 2015

Greg Hanks made motion to Accept meeting minutes, Seconded by Carl Manacchio. Passed unanimously.

Review of Bills:

No bills presented. Greg Hanks made motion to pay bills as presented to Department of Finance. Seconded by Dick Spooner. Passed unanimously.

Old Business

"No update on Traffic light repair. Dick McManus to provide details to follow." This is the second time this issue has arisen as old business. Carl M will follow up with Dick McManus. Email sent (enclosed)

Hi Dick,

Please provide an update on the status of the traffic lite in front of the Fire House..

This is the second request. Thank you in advance for your assistance in this matter.

Greg Hanks

(860) 349-4440

New Business

1. BLINDS: Meeting hall blinds installed, invoiced and paid.
New proposal received for remaining rooms:
 - a. Lodge



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- b. Secretary/treasurers office
 - c. Chief's Office
 - d. Communication room
Proposal amount of \$1560.30
Greg Hanks made a motion to accept proposal as presented.
Dick Spooner seconded and passed unanimously
2. LITES: *"Jim Ledford engaged Planetta electric to repair lighting in front of Firehouse. To be done ASAP by John at time and materials rate. Greg Hanks made motion to proceed and pay as presented. Seconded by Jim Ledford, passed unanimously."* DONE
 3. GARAGE BAY DOOR #3: *"Door was broken last week. Door was fixed by Connecticut Overhead Door and they will be servicing doors before next meeting. Required for ongoing emergency support."* Not done YET. Jim Ledford to follow up
 4. FRONT AND REAR FLOOR TILES: *"Front and rear foyer floors have been a concern and a requested item of attention since April 2013. Funds were budgeted and allocated in both the Capital Improvement and the Maintenance budget. The Fire department as requested that the following be done:*
 - a. *Both front and rear floors be replaced*
 - b. *In both foyers install the Fire department logo.*
 - i. *Fire Department will assume the responsibility of designing the logo in a manner that is both aesthetically pleasing, durable and installable.*
 - c. *Jim Ledford will receive a quote and forward to Dick McManus for implementation."*
 - d. *Jim Ledford has received two bids; One VERBAL from Meriden Floor and Tile, but did not include demolition and disposal. The Second WRITTEN proposal received from Dalene Hardwood Flooring of Southington and presented at this meeting. Dick Spooner made a motion to accept the proposal as provided, Greg Hanks seconded. Passed unanimously.*
 5. CEILING TILES: *"When? Jim will follow up with Dick McManus."* No response to date. To be addressed forthwith.
 6. LANDSCAPING: *"As the requested landscaping has not been done, (Budget item from early 2014), Jim Ledford will compile a design document and we request that it be implemented as early as possible, but no later than April 1st, 2016."* Jim Ledford presented drawing and quote as per above request. Jim to see if the requested plants are available at a lower price than currently understood. Results to be updated in November.
 7. Laura Francis has presented a proposal from JK Energy Solutions to replace existing lighting with LED type illumination. The proposal offers a 3.91 year payback. We propose that this payback term be included in any binding contract, and be enforceable.

Hall Use:



Frank Giantonio WAS the single point of contact to ensure compliance with the terms of Hall use as specified in the Hall Use Agreement. We do not have a functional automated process at this time.

Greg Hanks will discuss the processes and procedures associated with the Hall Use Calendar, paperwork and workflow with the town. Greg discussed with Alicia and will follow up.

Hall Use usage:

Fire Marshall Classes Cancelled

12/2 12/3 2015 Garden Club

Need list of dates requested for hall use from Restoration Committee:

Requested from Laura Francis

Chairman's Discussion:

Greg Hanks made motion to adjourn at 8:45

Carl Mannacio seconded. Passed unanimously

Minutes submitted by: Greg Hanks