

RECV'D: Office of the Town Clerk Feb. 19, 2015 2:18pm

Public Safety Facility Renovations Planning Committee
Special Meeting Minutes
7:00 P.M. Wednesday, February 11, 2015.
2nd Floor Conference Room, Town Hall

Voting Members – In Attendance:

Frank Giantonio, David Heer, Andy Meiman, Duncan Milne, Carl Stoup, Sue Wimler

Ex-Oficio Members in Attendance: Francis Willett

General Public in Attendance: Chuck Stengel

1. Call to Order – 7:05 pm

2. Approval of the Agenda

MOTION: Approve the agenda as posted. Frank Giantonio, seconded by David Heer.

Motion passed on a voice vote.

3. Approval of Minutes

Approval of the January 29, 2015 minutes.

MOTION: to approve the amended minutes (deletion of David Heer's name under voting members in attendance; he was not present). Frank Giantonio, seconded by Carl Stoup. Motion passed on a voice vote; David Heer abstaining. A copy of the amended minutes will be forwarded for posting.

4. Approval of Invoices

None submitted.

5. General Discussion/New Business

02.11.15.a Work on 37 and 51 Main Street is in the design development phase. An update on that work will be provided at the next scheduled committee meeting (Feb 23rd). In a recent conference call with Silver-Petrucci, they are OK with including the additional charges for design services for the drive to the contract for the 41 Main Street work. There was also a suggestion that the committee get an estimate for abatement required for both buildings.

02.11.15.b The Silver-Petrucci design team will make a presentation on the work for 41 Main Street at the Feb 23rd meeting. So far, S-P has not given the committee a construction estimate. The committee also needs to know what ADA-related improvements will be required.

02.11.15.c A draft proposal for architecture and engineering services for the 41 Main Street addition was forwarded from David Stein. Details of the proposal were discussed. The committee found it generally acceptable and some modifications will be referred back.

02.11.15.d The committee will have to ask the town building official if there is a local person available to perform the soil boring referred to in the proposal.

02.11.15.e The remaining work from the original schematic submission will require a review and revision of the fire company and Emergency Management programs. That discussion will be tabled until after the document submission for 37 & 51 Main Street.

02.11.15.f The committee discussed who is qualified to vote. Based on Roberts Rules, ex-officios have full voting privileges (not previously known). Unless the committee rules, or charge to the committee,

specifically identifies member privileges, then Roberts Rules apply according to our Town Clerk. Ex-officios do not count for constitution of a quorum.

02.11.15.g No public comment was offered. The chairs ask that members of the public who wish to comment on committee proceedings do so at the specified time, and not during other points in the meetings.

6. Carry Over/Old Business

01.29.15.a Planning for 37 and 51 Main Street is in the design development phase, and will take approximately 5-6 weeks to complete. The committee can request an update from Silver-Petrucelli near the midpoint.

01.29.15.b Chief Chadd of the Fire Company said the officer group confirmed the proposed addition to 41 Main St is acceptable and meets immediate space needs. Regarding 51 Main St, the garage bays should be 34 feet depth. After some discussion, 32 foot depth is acceptable, considering future phasing and apparatus relocation during construction. Current schematic drawings depict 30 foot depth. A pad or slab adjacent to 41 Main St could accommodate three trailers.

01.29.15.c Ed Mik suggested the fire company apparatus inventory be revised to include newly obtained vehicles.

01.29.15.d There was some discussion of Chief Chadd's suggestions for future phase improvements to 41 Main St, including a second floor above the truck bays or above the current meeting room that could be training space, addition of an EOC, bunk space and an exercise room.

01.29.15.e The proposed meeting schedule was discussed.

MOTION: That the committee approve the proposed meeting schedule for 2015, with regular meetings on 2nd and 4th Mondays. Andy Meiman, seconded by Ed Mik. Motion passed on a voice vote.

01.12.15.a David Stein reviewed a re-submitted proposal for 37 and 51 Main Street work, which re-defines the scope and reaffirms exclusions from the project. The total accounts for changes in the program for the respective buildings that occurred after Silver-Petrucelli's initial bid submission.

01.12.15.b The proposal for an addition to 41 Main Street was reviewed and discussed. The cost for the entire first phase will be known when the schematic for 41 Main Street is complete. A preliminary drawing was reviewed, based on the original schematic submitted in 2013. There will be a 14 foot high door. The exterior can be similar to the existing brick and block construction, but that can be discussed. Also under consideration is a possible upgrade of the façade and doors of the existing building.

MOTION: to approve going to schematic for 41 Main Street for \$4,300.00 as proposed. David Heer, seconded by Frank Behrens. Motion approved on a voice vote.

01.12.15.c No updated information on the fire company program was available for discussion.

01.12.15.d The posting of public information will be tabled until plans for 41 Main Street are completed.

01.12.15.e There was general agreement to continue the 2nd and 4th Monday meeting schedule for the next 3 months. This may be revisited if the schedule needs to be revised.

01.12.15.f Jim Ledford asked if invoices would be posted online. Chuck Stengel asked several questions regarding 51 Main Street and the existing septic system.

Meeting adjourned 8:10 pm.

Respectfully submitted,
Andrew Meiman

Co-Chair