

DRAFT
Town of Montville
Public Safety Building Committee

MEETING
Thursday, September 23, 2010 at 6:00 p.m.
Montville Town Hall, Council Meeting Room

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, Chris Ida, Dave Jetmore, Jon Leonard, Paul Lewis, John MacNeil and Jack Platt. Also present were Sgt. Michael Collins, David King of Kaestle Boos Associates, Inc. (6:14 p.m.), Town Planner Marcia Vlaun, and Town Council Liaison Donna Jacobson (6:05 p.m.)

3. Pledge of Allegiance.

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

None

5. Approval of Minutes—August 26, 2010.

Motion: That the Committee approves the minutes of August 26, 2010, as written.

Proposed by: Lenny Bunnell

Seconded by: Chris Ida

Vote: Carried unanimously

6. Correspondence.

J. Platt reported on a response letter dated July 23, 2010, from the Archeological Program Director for the Mohegan Tribe regarding their survey of the footprint at the site for the proposed public safety building.

7. Old Business.

a. Discussion of matters referred to Town Attorney.

Attorney Ochsner was absent from the meeting.

b. Discussion on hiring a general contractor, construction manager, or clerk of the works.

This agenda item was tabled.

c. Report from the sub-committee on communications tower.

L. Bunnell clarified that there were actually four (4) bids received for the proposed communication tower. As discussed by Attorney Ochsner at the last meeting, L. Bunnell said that correspondence was sent to the bidders to explain that no decision would be made until the outcome of the Referendum is known.

8. **New Business.**

a. Workshop with project architect—Kaestle Boos.

D. King apologized for being late and then handed out postcards to the Committee to review. He explained that the postcards can be used for a mailing and he also mentioned the cost for producing them. Per the discussion earlier about the financials for the public meetings, D. King asked that they be forwarded to him and he would include it in the PowerPoint presentation for the public meetings, which he will attend. At M. Vlaun's suggestion, the Committee agreed to contact the high school about having one of the public meetings taped for viewing on Cable Access Chanel 22. M. Vlaun will speak with the director of the Senior Center about having a presentation there. *(This agenda item was tabled for the arrival of the architect.)*

b. Discussion on workshop with Town Council.

The Committee commented on the workshop and presentation held with the Town Council which went well. D. Jacobson commented that the Town Council is in a holding pattern until the results of the Referendum is known. She said that an explanatory text that gives an explanation for the Referendum question will be prepared. D. Jacobson added that the cost would be incurred by the Town—the only cost that the Town can incur per C.G.S.—but the Committee has the option of preparing the text and giving it to the Town Attorney to review. Discussion followed regarding this topic and public mailings. It was concluded that the Committee has no funds for mailings and that the explanatory text will on the side of voter ballots.

Motion: That the Committee recessed for a brief discussion with the architect, Dave King.

Proposed by: Dave Jetmore

Seconded by: Lenny Bunnell

Vote: Carried unanimously

The Committee recessed at 6:17 p.m. and returned to session at 6:40 p.m.

c. Discussion on mailings to public.

This agenda item was discussed under Item 8b.

d. Discussion on presentations to public.

M. Vlaun commented on the material developed by Kaestle Boos, aerial pictures, floor layout etc. for the building project. She said that the information can be uploaded to the Town website in addition to facility study, cost estimate, and the schedule for public informational meetings. L. Bunnell said that the meetings would be held at the four (4) fire stations in town and that the Committee would be there to answer questions. M. Vlaun said that Planning & Zoning would make up sandwich boards and prepare flyers. L. Bunnell added that the schedule for the informational meetings will be run on Cable Access Channel 22 and with a press release to the local newspapers. The press release will be prepared by Planning & Zoning. D. Jacobson added that the explanatory text discussed previously will be done by the Town Council with the approval of the Bond Counsel. At the public informational meetings, D. King will conduct a PowerPoint presentation showing slide of the existing site conditions, Space Needs Assessment Study, cost estimate, exterior elevations, and interior floor plan. The public informational meetings will be held at 6:00 p.m. and the schedule is as follows:

Date	Location	Time
October 4, 2010	Chesterfield Firehouse	6:00 p.m.
October 6, 2010	Oakdale Firehouse	6:00 p.m.
October 12, 2010	Mohegan Firehouse	6:00 p.m.
October 13, 2010	Montville Firehouse	6:00 p.m.

e. Discussion on project bonding.

L. Bunnell will speak with Finance Director T. Fafard regarding the issue of bond debt for display and the public informational meetings.

9. Approval of bills.

M. Vlaun commented on a bill for \$1525 received from Bond Counsel that she discussed with the Finance Director. She also stated that the architect has been for its work thus far and that she is holding funds to pay invoices for the geo-technical and survey work on the project. No bills were approved for payment.

10. Remarks by the Public (three minute limit).

None

11. Remarks by Committee members.

In response to a question from C. Ida, M. Vlaun will check on the deadline for the survey to be done by the Mohegan Tribe discussed earlier in the meeting. B. Bucko commented on favorable press releases since the last meeting. D. Jetmore thanked M. Vlaun and D. Jacobson for their participation. M. Collins wished L. Bunnell a happy birthday.

12. Remarks by Town council Liaison.

None

13. Adjournment.

Motion: That the meeting is adjourned.

Proposed by: Paul Lewis

Seconded by: Jon Leonard

Vote: Carried unanimously

The meeting adjourned at 7:07 p.m.

Respectfully submitted by,

Jack Platt, Chair

Gloria J. Gathers, Minutes Clerk