

DRAFT
TOWN OF MONTVILLE
PUBLIC SAFETY BUILDING COMMITTEE

Meeting
Thursday, February 23, 2012 at 6:00 p.m.
Montville Town Hall, Room 203

1. Call to Order.

Vice-chair William Bucko called the meeting to order at 6:00 p.m.

2. Roll Call.

The following were present: Leonard Bunnell, Dave Jetmore, Jon Leonard, Paul Lewis, John MacNeil and William Bucko. Also present were Construction Administrator Freddie Khericha of KBA, Town Planner Marcia Vlaun and Mayor Ronald McDaniel. Committee members Ray Coggeshall, Chris Ida, and Jack Platt were absent.

3. Pledge of Allegiance.

All stood and pledged the flag.

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

Mayor Ronald McDaniel thanked M. Vlaun for her “amazing stewardship” with keeping everyone in line and doing a good job thus far with the public safety building project. B. Bucko added that she is “the rudder of their ship.”

5. Approval of Minutes—Meeting of January 26, 2012.

Motion: That the Committee approves the meeting minutes of January 26, 2012, as written.

Proposed by: Paul Lewis

Seconded by: Jon Leonard

Vote: Carried unanimously

6. Correspondence.

None

7. Town Planner’s Report.

a. Monthly Activity Report.

M. Vlaun reported that all problems with the project are resolved. She said that a new generator has been commissioned that will support the building and the communications tower. Security measures regarding the cell doors and flushing are resolved. M. Vlaun also reported that the surveyor is working on the plan for the CL&P easement that should be complete within two weeks.

b. Budget.

M. Vlaun reviewed with the Committee a revised budget sheet that will make tracking the financial progress of the project clearer, (*Handout #1*). She discussed the \$7,000 savings for the E911 and the additional \$20,000 cost for the computer system. M. Vlaun reported that the project is on budget with less than \$9,000 in proposed change orders thus far and \$116,539 remaining in contingency.

c. F.F. & E.

M. Vlaun reported on the FFE that is under budget. A purchase order was made to acquire custodial equipment prior to March 15 price increases. M. Vlaun said that the vendor will hold the warranty until receipt of the goods. Committee members received price list of furniture by room (*Handout #2*) and a floor plan with furniture costs assigned for each room (*Handout #3*).

d. Systems Coordination.

M. Vlaun said a meeting is scheduled for tomorrow, February 24, with AT&T and a bid will be secured for the E911.

e. Owner Responsibilities.

M. Vlaun commented that these responsibilities are complete. Appliance costs for the break room are also \$10,000 less than what was budgeted. She added that the project is on schedule for completion by December 2012.

8. Old Business.

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

R. Occhialini was absent from the meeting. M. Vlaun reported that all issues regarding the regional dispatch are resolved. She said the support building is up and the tower will arrive the second week in March and will be erected in one day. All coordinating issues regarding the same are done. Mayor McDaniel reported on having signed up with a pager system to allow for more sales for dispatch.

b. Discussion on matters referred to Town Attorney.

M. Vlaun said that the only issue with Attorney Ochsner is the CL&P easement.

c. Tower Support and Building Purchase.

M. Vlaun reported that the tower has been permitted and work is starting with a 50 percent payment made for same.

d. Report from Change Order Subcommittee.

B. Bucko said there was no report.

e. 911 Memorial.

Mayor McDaniel reported that he had been approached by J. Platt regarding the memorial and for a quasi-public committee for the same that he supports. Funds will be sought from the public.

9. New Business.

a. KBA Report.

F. Khericha summarized the Architect's Report dated January 21, 2012, *Handout #4*, by reporting the following:

- The contractor is processing all shop drawings.
- The building framing is going up.
- The roof framing is complete and masonry work is in progress.
- The roofing will be done in two weeks and then placement of the fascia.

b. Cornerstone Ceremony: Ted Nelson of the Freemasons.

P. Lewis contacted T. Nelson who was late but in route to the meeting. He also reported that the ceremony will take place at noon on Sunday, April 15. P. Lewis also said that the Oxoboxo and Stonington Masons want to participate and that he is speaking with MHS band staff person and the Tyl choral master about having them be a part of the ceremony. Discussion followed regarding placement of the Town seal on the face of the cornerstone, *Handout #5*. Mayor McDaniel asked the Committee to give him 30 days to discuss the seal with the Town Council. F. Khericha said that a decision needed to be made by the next building meeting as it takes 3-4 months for a mockup to be made. J. MacNeil asked if it could be delayed and F. Khericha agreed to check on the same.

T. Nelson arrived at 6:48 p.m. and confirmed that the cornerstone ceremony was set for April 15 and that a confirming letter would be sent to the Committee. He also said that the Freemasons were deeply touched by the Town's invitation. He then explained the following about the ceremony.

- It is relatively short and is done for public buildings.
- The Mayor can be asked to preside over the ceremony and provide words of welcome.
- Fifty plus Freemasons will be dressed in their full regalia—black tuxedos—and will not be armed.
- Only the Grand Lodge can perform dedication ceremonies.
- The contractor will know to have the area cordoned.
- The cornerstone will be symbolically laid.
- If placing a time capsule in the cornerstone, it is nice to have the items imparted read into the ceremony.
- The new grandmaster will perform the ceremony with vessels of corn, wine and oil.
- The ceremony can be done outside building or inside in case of inclement weather.

The Committee discussed getting information out to the public and L. Bunnell agreed to announce the event at the next Town Council meeting. P. Lewis said that notice has been sent to *The Bulletin* and will also be sent to *The Day*. J. MacNeil suggested an agenda and official program for the public to follow. T. Nelson thanked the Committee for waiting on his arrival and said again that the Freemasons are delighted to have been invited and that it is a way for the group to get exposed to the public.

10. Approval of bills.

a. A. Secondino & Son Payment #6 - \$289,840.25.

Motion: That the Committee approves payment No. 6 to A. Secondino & Son, in the amount of \$289,840.25.

Proposed by: John MacNeil

Seconded by: Dave Jetmore

Vote: Carried unanimously

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

None

12. Remarks by Committee members.

Committee members discussed their recent visits to the site. L. Bunnell discussed security at the site. He also commented that he had been approached by the Lions Club about them

donating tree and shrubs for the building landscape. He asked the Committee to take a look at a proposed landscape design layout that he had available.

The meeting recessed briefly at 6:40 p.m. and resumed at 6:45 p.m. to wait for T. Nelson to arrive.

After T. Nelson's departure, the Committee continued discussion of the landscaping and Lions Club donation. L. Bunnell said that the group will provide up to 100 plants of whatever kind is needed and per the Town charge the cost for the same will not be used to reduce the bond.

Motion: **That the Committee gives the landscape design plan to satisfy Alternate #10, Site Planning for the public safety building project to the Lions Club to review for landscaping the site.**

Proposed by: John MacNeil

Seconded by: Paul Lewis

Vote: Carried unanimously

13. Remarks by Town Council Liaison.

None

14. Adjournment.

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

Proposed by: Dave Jetmore

Seconded by: Paul Lewis

Vote: Carried unanimously

The meeting adjourned at 7:17 p.m.

Respectfully submitted by,

William Bucko, Vice-chair

Gloria J. Gathers, Minutes Clerk