

MINUTES
Town of Brookfield
Municipal Building Committee
Regular Meeting
August 19, 2014 – 7:00 P.M.
Town Hall – Room 133

1. Call to Order: Meeting was called to order at 7:05 P.M. by Chairman Paul Checco

Present: Committee Members: Paul Checco, Joshua Flowers, Anthony Licursi, Brian Lerner, alternate voting as regular member; Rob Gianazza. Also present: Dennis DiPinto, Park and Recreation; Rick Zini, Doyle Coffin Architecture; Jim Auld, LandTek

Absent: William Perrone

2. Approval of Minutes:

o **July 15, 2014 MBC Regular Meeting:** Motion was made by Josh Flowers to approve minutes of the July 15, 2014 meeting. Motion seconded by Tony Licursi and carried 5-0

3. Park Revitalization Plan:

o **Cadigan Phase:** Rick Zini, Doyle Coffin Architecture brought the committee up-to-date on the project noting that both fields will be handed over to the Town tomorrow afternoon and accessible for Thursday. Delivery date for the project is expected to be right after the first of September. LandTek has requested clearing a temporary access driveway at back left corner on Prange Rd. This will allow contractor to back out of site when paving of parking lot is underway. Committee is in agreement.

Change log has 13 items listed at this time and as of now the Town has minimal potential of CO credit of \$95,235 which puts us under budget. Mr. Zini reviewed the items with the committee and noting that project is not complete, therefore, items may be added and dollar number could change

Jim Auld, Field Project Manager with LandTek, joined the meeting at this point. He gave brief overview, reiterating fields will be turned over to Town tomorrow and G-max test to be performed tomorrow as well. It is anticipated that the concrete contractor will be on site early next week attending to tennis courts and basketball courts in the same day. Septic system is all in and Mr. Auld noted that they owe committee as built and sign offs. Committee informed Mr. Auld that they have agreed to temporary access off Prange Rd. while paving is underway. By week's end drainage should be complete and area graded. Fencing for the outfield and tennis courts will be done at same time when tennis courts are complete. Mr. Auld also stated they will do part hydro seed early next week and will come a second time to complete.

In answer to question by committee, Mr. Zini noted that the project team forms punch list and presents to LandTek. He went on to clarify that technically the fields are being turned over to the town tomorrow, but LandTek will not be released from contract. They will go through full punch list program before being released from contract.

Josh Flower informed the committee that Tom Mix, Pop Warner, has acquired Ingersoll as one sponsor for a scoreboard at the new fields and Tony Licursi has obtained approval from the Lions Club of Brookfield to sponsor the other scoreboard. The sponsors will give monies directly to Brookfield Pop Warner who will then reimburse the Cadigan Project for the scoreboards. The committee reviewed quote from Nevco for two scoreboards, totalling \$14,769.10. Installation will be at Town's expense. The Chairman will reach out to electrical contractor Shock Electric, who is presently on site, for quote on install. Noted that committee would like Lions Club scoreboard on field #1 and Ingersoll's on field #2.

Dennis DiPinto will look into having one of the old scoreboards at Cadigan relocated to Grey's Bridge field. Motion to approve the purchase of 2 scoreboards from Nevco at cost of \$14,769.10 and to approve installation by electrical contractor, not to exceed \$5,000, was made by Brian Lerner and seconded by Tony Licursi. Motion carried unanimously, 5-0.

o **Beach Phase**: Mr. Zini reported they are prepping for bid, working through review comments from committee and Parks and Recreation. The State will be doing their review in the next week. The bid schedule has changed to right after Labor Day with plans to have contractor on board by the end of September.

A question was raised regarding discussion at last month's meeting having to do with parking for parents during the distribution of equipment for Pop Warner football. Chairman noted that there will be temporary fencing east of concession stand and we will regain all parking on Cadigan side temporarily until week paving takes place. There will be access to beach side parking as well.

After discussion, it was agreed the Park and Recreation will print out sign stating rules for use of new fields. Sign will be placed at entrance of temporary fencing.

4. **Correspondence**: Chairman has received status inquiry from Hanover Group on LandTek. Mr. Zini requested copy for his file.

5. **Invoices**:

A motion was made by Josh Flowers to approve invoice #1336 from Doyle Coffin Architecture dated 08/01/2014 in the amount of \$9,243.38. The motion was seconded by Tony Licursi and passed unanimously 5-0.

Mr. Zini noted that LandTek presented a pencil draft for the period of July 15 – August 15. Mr. Zini and the committee both question the percentage of completion noted by LandTek on their requisition, particularly with regard to concrete and asphalt work, earth work, site drainage and field under drainage. After discussion it was agreed that Mr. Zini submit edited requisition noting committee's recommendation that if LandTek wants to receive payment at 75% completion they need to submit certification.

6. **Additional Business**: No additional business

7. **Public Comment**: No comment

8. **Next Meeting**: The next meeting will be Regular Meeting September 16, 2014 – 7:00 P.M.

9. **Adjournment**: A motion was made by Tony Licursi to adjourn the meeting at 7:55 P.M. The motion was seconded by Rob Gianazza and passed unanimously, 5-0.

Respectfully submitted,

Paul Checco
Chairman
Municipal Building Committee