

MINUTES
Town of Brookfield
Municipal Building Committee
Special Meeting
September 23, 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, Brian Lerner, alternate voting as regular member; Rob Gianazza, William Perrone. Also present: Dennis DiPinto, Park and Recreation; Rick Zini, Doyle Coffin Architecture; Todd Jackson, LandTek

Absent: Joshua Flowers, Anthony Licursi

2. Approval of Minutes:

o **August 19, 2014 MBC Regular Meeting:** As a quorum of regular members was not present, approval of these minutes was postponed to October regular meeting.

3. Park Revitalization Plan:

o **Cadigan Phase:** Rick Zini, Doyle Coffin Architecture and Todd Jackson, LandTek, brought the committee members up-to-date on status of this portion of project. Mr. Zini submitted elevation survey for the synthetic fields and Application for Payment No. 3 from LandTek in revised amount as proposed by the committee at last month's meeting. Mr. Jackson reported that tennis court surfacing started on Monday and is slated to be finished by Friday noting that installer said courts are usable the day after they are striped. It was noted that this conflicts with manufacturer's 9 day wait time. It was agreed that this will be addressed at this Thursday's job meeting. Mr. Jackson went on to report that pathway has been addressed and hydro seeding will be done by tomorrow except for area around the courts. Selection of material for this area will be discussed at this Thursday's job meeting. Mr. Jackson stated that he will be calling in someone else to do well work as the current person has not been showing up. Parking is striped, gravel is done down to service road. More fencing will be moved tomorrow to east side of tennis courts and the temporary fencing around the fields and down slope between parking lot will be maintained as long as possible. Mr. Jackson agreed to chairman's request that temporary fence on the west side of field be taken down. The sod is not in on softball field as they are waiting on the well work. Chairman requested branches on tree located at northwest side of field, last light pole, be trimmed back as they are interfering with lights. Responding to the Chairman, Mr. Jackson said turnover could take place on October 1. At present, contractor is using caution tape to keep people off basketball courts and has zip tied nets to prevent use.

Mr. Zini reported change order log still reflects \$88,081.75. This does not reflect a change that came in late this afternoon regarding the apron around the post tension courts. He noted there are some open warranty issues that are being worked out with LandTek, who has asked the town to sign off on synthetic fields. Chairman noted that the town will not sign off on fields until all paperwork and warranties are in place. Mr. Zini clarified that this is not contract release of fields, but that the manufacturer wants release. A training and grooming session will take place, tomorrow, Wed., 9/24 at 1:00pm. LandTek will be providing operation and maintenance manuals. Chairman requested 3 copies to be delivered to P&R who will keep 2 and pass one on to MBC for our files.

Mr. Zini noted completion list will start on this Thursday.

In an effort to keep snowmobiles and people off the fields during the winter, the chairman reported that, working in conjunction with Park and Recreation, a proposal was requested from Addressi fencing as to installing fencing around perimeter of the fields. The cost would be \$53,600 leaving us with a credit balance of approximately \$30,000. This would be 4' high chain link fence down the two sidelines and 10' high fence in the end zones. The fencing would be black vinyl coated commercial grade chain link. Rob Gianazza made a motion to accept Addressi proposal. Motion was seconded by Bill Perrone and after discussion was passed unanimously, 4-0. Work will be coordinated so as not to interfere with LandTek's work.

In response to a question from Dennis DiPinto regarding which fencing will remain as of Sunday, the chairman stated all temporary fencing except for west side of field will remain. This opens area between field and press box. After discussion it was agreed that removal of additional fencing would be addressed at Thursday's job meeting.

o **Beach Phase:** Mr. Zini reported they are currently working on engineering drawings and changes on park plans. Also, there are a couple of minor adjustments as requested by town's building department and land use commissions. As of now, the hope is to go out for bid the week of Columbus Day. Mr. Zini noted he does not see any increase in budgeted amount for this portion of project.

4. **Correspondence:** No correspondence

5. **Invoices:**

A motion was made by Bill Perrone to approve invoice #1810 from Doyle Coffin Architecture dated 09/01/2014 in the amount of \$9,026.72. The motion was seconded by Brian Lerner and passed unanimously 4-0.

After review, a motion was made by Brian Lerner to approve LandTek Application for Payment No. 3 in the amount of \$690,982.50. Motion was seconded by Rob Gianazza and carried unanimously, 4-0

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

7. **Public Comment:** No comment

8. **Next Meeting:** The next meeting will be Regular Meeting October 21, 2014 – 7:00 P.M. At this time, the chairman complimented Todd Jackson on his performance as project manager.

9. **Adjournment:** A motion was made by Rob Gianazza to adjourn the meeting at 7:50 P.M. The motion was seconded by Bill Perrone and passed unanimously, 4-0.

Respectfully submitted,

Paul Checco
Chairman
Municipal Building Committee