

**Center for Emergency services
North Stonington
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North Stonington, Connecticut 06359
860-535-2877
Fire.EMS.comm@nsvfc.org**

Approved Meeting Minutes of December 7, 2015

ATTENDANCE:

COMMITTEE: Chairman Mark Perkins, Bob Shabunia, Paul Kowack

OTHER: First Selectman Shawn Murphy, Peter Springsteel, Owner's Representative
Kati Murphy, Committee Secretary

WORKSHOP

A workshop was called at 7:00 due to lack of a quorum. Mark Perkins briefed the members present on discussion earlier in the day with the First Selectman and Town Accountant Robin Roohr regarding schedule moving forward. Tentative schedule below:

Dec 15 – Committee to bring PowerPoint to Board of Selectmen-Board of Finance to be invited to this meeting.

Jan 4 – advertise public hearing

Jan 11 – Public Hearing – to give Town chance to absorb information and provide feedback

Jan 19 – Special Board of Selectmen meeting to approve request and forward to Board of Finance for their Jan 20 meeting

Feb 1 - Town Meeting

Feb 8 – Referendum

This is an aggressive schedule and will only work if these date fall into place. Much hedges on how Board of Finance responds.

Mark had some concern that perhaps the currently proposed budget was too aggressive and that maybe the overage was actually less. Paul Kowack pointed out that the budget is backed up by an archive of previous invoices and estimates. This budget is as accurate as we can get.

Shawn Murphy told the Committee needs to be able to justify the number and any cushion that may have been put in.

The cushion added is 2% for escalation and 7% for contingency. Both numbers are conservative.

However, relative to the 7% contingency, even though it may be low, the biggest unknown in the project was always the site prep, and that phase of the project came in below estimates.

Peter pointed out that if the bids come in below this estimate, then the Town would only need to borrow those funds and not necessarily the full amount in the estimate.

Workshop adjourned at 7:35 PM

CALL TO ORDER

Meeting was called to order at 7:35 by Chairman Perkins

ATTENDANCE:

COMMITTEE: Chairman Mark Perkins, Vice Chair Joe Cassata, Bob Shabunia, Paul Kowack, Jon Bosma

OTHER: First Selectman Shawn Murphy, Peter Springsteel, Owner's Representative

Kati Murphy, Committee Secretary

MINUTES:

November 30, 2015

MOTION to approve made by Joe Cassata, second by Paul Kowack

All in favor, motion passed

Invoices for Payment:

Kati Murphy invoice #72 - \$107.25

MOTION to approved made by Paul Kowack, second by Joe Cassata

All in favor, motion passed.

Correspondence:

Via e-mail to Committee

IT/Radio cost estimate from Brian Elias

PUBLIC COMMENT:

OLD BUSINESS:

Joe and Jon were brought up to speed on the tentative project schedule.

Joe was concerned that the presentation would be given to the Board of Selectmen without the Committee having the opportunity to see the final version. Peter stated that the information is in the presentation, it's just not polished yet, Brian Elias has been working on it. Shawn stated that it would be more important to have as much project detail included as possible for presentation to the BoS.

NEW BUSINESS:

ADJOURN:

MOTION to adjourn made by Paul Kowack, second by Joe Cassata

Meeting adjourned at 8:08 PM

Next meeting is scheduled for December 14, 2015 at 7:00 PM