

OLD SAYBROOK POLICE BUILDING COMMITTEE
Regular Meeting
May 20, 2013
MINUTES

A regular meeting of the Old Saybrook Police Building Committee was held on Monday, May 20, 2013, at the Pasbeshauke Pavilion.

Present: Committee Chairman Dan Moran and Committee Members Ben Akin, Jerry Brophy, Carol Hanover, Patrick Maher, John O'Brien, Vito Savino, Lee Sparaco and David Wight. Also present were First Selectman Carl Fortuna and Police Chief Michael Spera.

I. Call to Order/Pledge of Allegiance/Attendance

Committee Chairman Moran called the meeting to order at 7:00 PM.

Committee Chairman Moran led the Building Committee in the Pledge of Allegiance.

The Recording Clerk took attendance for the meeting. All Building Committee Members were present.

II. Update from the First Selectman

a. Report on Architectural Selection

First Selectman Fortuna informed the Building Committee that the Board of Selectmen had chosen Jacunski Humes Architects, LLC. as the architecture firm for the building project.

b. Status of D-B Contract

First Selectman Fortuna informed the Committee that the contract was being reviewed by a lawyer and he felt confident that there would be a negotiated draft by the end of the week.

First Selectman Fortuna informed the Committee that a family on Lynde Street had written a few emails with regards to the construction of the new Police Department. The overall tone of the emails is one of tempered optimism. First Selectman Fortuna asked Chief Spera how much traffic the Police Department generates.

Chief Spera responded that only employee traffic patterns are predictable, with the highest number of employees working during the day.

The Committee determined that the design of the building should be as sensitive as possible to surrounding neighbors.

Chief Spera agreed but added that there needs to be a reasonable expectation from the neighborhood about increased traffic and noise. He stated that the best approach is to be straight forward with the people in town about the project.

III. Selection of Design-Build Contractor

Committee Chairman Moran made a motion that the Building Committee select Downes Construction Company as the Construction Management group for the new Old Saybrook Police

Department. The motion was seconded by Committee Member Savino. The motion passed with a vote of 9 in favor and 0 against.

IV. Recommend Board of Selectmen Negotiate and Enter Into Contract with Design-Build Contractor

Committee Chairman Moran made a motion that the Building Committee recommends to the Board of Selectman that Downes Construction Company be hired as the Construction Management group for the new Old Saybrook Police Department. The motion was seconded by Committee Member Savino. The motion passed with a vote of 9 in favor and 0 against.

Committee Chairman Moran made a motion to add the Scope Design Workshop from Downes Construction Company to the agenda as item number 7. The motion was seconded by Committee Member Sparaco. The motion passed with a vote of 9 in favor and 0 against.

V. Comments/Concerns of Committee Members

First Selectman Fortuna informed the Committee that he would be meeting with local officials next week about the project.

Committee Member Wight asked if this project would have to go back to the Planning Commission at any point.

First Selectman Fortuna responded that the Planning Commission approved the acquisition of the building. The project still needs to be approved by the Zoning Board but will not have to go back to the Planning Commission.

VI. Public Comment

There were no public comments.

VII. Scope Design Workshop

Downes Construction presented their Scope Design Workshop to the Committee. The following questions were asked:

Chief Spera asked if other building projects will be added to the land acquired for the Police Department.

First Selectman Fortuna responded that a master plan for the entire parcel of land is being developed.

Committee Member O'Brien asked if there will be multiple site plans for the same land parcel.

Downes responded that there will be on master site plan but that they have only been empowered to build the Police Station for the time being.

Committee Chairman Moran asked if traffic would be analyzed at the Lynde Street site.

Downes recommended that the Committee not spend money on traffic forecasts at this point but that they could do a traffic report for the project at a later time.

Chief Spera remarked that it was likely that citizens would ask how the project will affect traffic patterns in the area and the Committee wants to be able to say that they studied the issue.

Downes asked if there was natural gas on Lynde Street.

First Selectman Fortuna responded that there was not natural gas on Lynde Street but that there would be no problem connecting the Police Department to the natural gas line.

Committee Member O'Brien asked if the site needed a radon test.

Downes replied that they could do one but that radon tests are typically unnecessary for municipal projects.

Chief Spera asked when he or the Committee will begin to see options for various systems that will be used in the building.

Downes responded that they are doing some preliminary shopping now so they can have place holders put into the budget.

Brian Humes added that for referendum the project only needs to be priced generally and that specific choices would be made after the project is approved.

Chief Spera asked who makes the decision about what financial place holders are used in the budget.

Brian Humes replied that it is a joint decision between the Design Build Team and the end user.

Chief Spera asked if system choices are being made by a Committee vote or if the final decisions are made by the Design Build Team and end users.

Brian Humes replied that the Design Build Team would present the pros and cons of each system to the Committee and then decisions will be made so that the project can begin refining its scope.

Chief Spera stated that this decision making process represents a large time commitment from the Committee members so that the project can stay on schedule.

Committee Member Sparaco replied that having the entire Committee involved in the decision making process will help relieve some of the responsibility of the Police Department.

Chief Spera agreed but just wanted to ensure that the Committee understood how many decisions were forthcoming.

First Selectman Fortuna asked if Downes was going to make a recommendation about the generator room.

Downes replied that they would make a recommendation about the condition of the boiler room but would not comment on how that space could or should be used.

Committee Member Akin asked if it is possible to prioritize the investigation of the HVAC system and the generator because these two elements have a significant impact on floor space for the Department.

Brian Humes replied that this was a good suggestion.

First Selectman Fortuna asked when Downes would start presenting budget numbers and cost implications to the group.

Downes replied that they could state comfortably that the new building would not be using the existing generator or HVAC system. He continued that nothing is final right now but that as floor plans change and decisions are made, there is a cost implication attached to it. Downes added that they would provide every option and its associated cost to the group and that the final choice is up to the Committee but that it will be impossible to keep the project on schedule if every decision has to be made by the full group.

Committee Member Savino stated that a subcommittee should be formed to make decisions on behalf of the full Committee.

Chief Spera asked if a subcommittee can make decisions on the project without posting the meetings as public meetings.

Downes replied that the subcommittee wouldn't necessarily be making the decisions but would make recommendations to the full committee at a public meeting.

Committee Member Savino made a motion to establish a design review subcommittee comprised of Committee Chairman Moran, Vice Chairman Sparaco, Police Chief Spera and First Selectman Fortuna for the purposes of working directly with Downes Construction Company with regards to construction of the Police Department. The motion was seconded by Committee Member O'Brien. The motion passed with a vote of 9 in favor and 0 against.

VIII. Adjournment

Committee Member Brophy made a motion to adjourn. Committee member O'Brien seconded the motion. The motion to adjourn the meeting passed with a vote of all 9 favor and 0 against.

The next Regular Police Building Committee meeting will be held on Monday, June 3.

The meeting minutes for May 20, 2013 were prepared and respectfully submitted by:

Trent Gerbers
Recording Clerk for the Old Saybrook Police Building Committee