

OLD SAYBROOK POLICE BUILDING SUBCOMMITTEE
Special Meeting
May 7, 2014
MINUTES

A special meeting of the Old Saybrook Police Building Subcommittee was held on Monday, May 7, 2014, at the Lynde Street job site.

Present: Committee Chairman Dan Moran and Committee Members Jerry Brophy and John O'Brien. Also present were First Selectman Carl Fortuna, Police Chief Michael Spera and Building Inspector Don Lucas.

I. Call to Order

Committee Chairman Moran called the meeting to order at 10:37 AM.

The Recording Clerk took attendance for the meeting.

II. Public Comment

Chief Spera stated that Committee Members should not be parking on AT&T property for the biweekly meetings.

Downes replied that Committee Members could park at the former Police Department site and then walk over to the trailer.

III. Progress Reports from Downes

A. Work Completed:

- Temporary power stations inside building
- Saw cutting of floors for UG plumbing
- Asphalt removal
- Footings for addition
- Existing building fascia removal

Committee Chairman Moran asked Building Inspector Lucas if he wanted to conduct his inspections at a particular time.

Building Inspector Lucas replied that he would coordinate his inspection times with Downes.

Downes added that they are prepared for Building Inspector Lucas to come at any time.

B. Work in Progress:

- Foundation walls for addition
- Grouting of existing masonry wall reinforcing chases
- Tothing of exterior windows/infills
- CMU partition and SOG trenching removal
- Excavation and forming of front entrance foundation
- Layout and staking of site
- Sedimentation and erosion control – ongoing
- Dust control (water truck) – ongoing
- MEP coordination

C. Work to Start in Two Weeks:

- Electrical roughing
- Layout and saw cut trenches for new piers at clerestory area
- Foundation backfill
- Masonry partitions at addition
- Existing building under slab MEP

D. Old Business Downes:

There is no old business to discuss

E. New Business:

1. Webcam Status

Downes informed the subcommittee that Multivista would be providing the jobsite camera. It has been determined that the camera will be mounted on a mast at the corner of the trailer that provides the best view of the jobsite. The camera will capture construction in real time and a website link can be provided, which will allow anyone to view on the ongoing construction.

Lieutenant Roche asked if the camera footage is recorded.

Downes replied that the footage is captured by Multivista.

Chief Spera asked if Multivista could be contacted in case of an accident or theft.

Downes stated that the camera footage could be rewound from the website.

2. Secondary Emergency Vehicular Exit

Downes stated that have sketches from Brian Humes for eliminating the driveway from the cell tower to Main Street, but there is still a connection from the new parking lot to the cell tower location. The sketches are with contractors so that a cost benefit analysis can be down.

Chief Spera stated that a conversation needs to occur with regards to whether the road leading to the cell tower needs to be paved.

Committee Chairman Moran stated that he would like to see what a light paving for the cell tower road would cost.

Chief Spera stated that the church has approved of the emergency exit. He is currently waiting on a memorandum of understanding from the church's lawyers.

Downes stated that one of the areas of revision that is being reviewed is if the exit could be a straight line from the parking lot, which would save money and help avoid some tree removal.

First Selectman Fortuna stated that he would like to see a drawing of this proposal.

Chief Spera clarified that the exit would be a straight line from the furthest parking space.

Downes agreed and stated that they would remain as close to the property line as possible.

3. DEEP Site Visit

Downes informed the subcommittee that a site visit was conducted based on an anonymous phone call with regards to dust control measures for the site. It was determined that the proper steps were being taken to prevent test and they have to the documentation to back up these findings.

Chief Spera asked if Downes has received any noise complaints.

First Selectman Fortuna stated that he had actually received several compliments about how construction has been handled up to this point.

4. Topsoil/Hydroseed

Downes informed the subcommittee that topsoil will be brought in so that the condition of the jobsite on Main Street can be more presentable.

Chief Spera asked if this was coming out of the building budget.

First Selectman Fortuna stated that the town would pay for the cost of topsoil and hydroseed at the jobsite along Main Street. He told Downes that he wants to be informed of the options and the cost before any decisions are made.

Committee Chairman Moran stated that the topsoil shouldn't be too extravagant because you don't want people walking through the site.

5. Submittal status and RFI Status

Downes stated that there is a submittal log and RFI log attached to the agenda for the subcommittee's reference.

Committee Chairman Moran stated that the subcommittee needs to have a discussion about phones and wiring for the department's communication systems.

Chief Spera stated that he has met with the communication vendor and identified the things that need to be done to successfully implement the communication system.

Downes stated that some of those things have already been implemented and others are being coordinated with Northeastern Communications.

Chief Spera stated that the department's communications are all run from the red building and that nothing needed to be run to AT&T. He added that one of the delays with the phone system is making sure that it can integrate with the new 911 system.

Committee Chairman Moran agreed and said that nothing more can be done until the state determines how the new 911 system will operate.

Chief Spera stated that the department is setting up infrastructure that will support any system implemented by the state. He added that the department is spending operational budget money this year to upgrade the three existing consoles so that only the new consoles will need to be updated after the move.

First Selectman Fortuna asked where the gas line is running.

Downes replied that the gas line is coming from Main Street and is running through the parking lot of the old Police Department.

Committee Chairman Moran expressed concern and stated that he would like to see a utility route at the next meeting.

Chief Spera asked what the separation between the gas line and the electrical line is.

Downes replied that the separation is five feet.

Chief Spera asked if the gas line is crossing the electric line near the new building.

After reviewing site drawings it was determined the gas line is a sufficient distance from the electrical line.

Committee Chairman Moran asked about the lighting refund.

Downes stated that the lights chosen for the building are eligible for an efficiency refund.

Committee Chairman Moran asked if the lights are shatterproof.

Downes replied that the lights are special detention grade fixtures, which are shatterproof.

Chief Spera stated that everything has been bid out.

Downes replied that anything can be changed but it costs money to do so.

Committee Chairman Moran asked what kind of snow guard is being used.

Downes replied that they weren't sure.

Committee Chairman Moran asked if the venting will be three feet high.

Downes replied that they are following the plumbing code, which is 18 inches.

Committee Chairman Moran asked if there were any issues with data racks to be discussed.

Chief Spera stated that he is having conversations with vendors to make sure there is enough space.

Committee Chairman Moran asked if the Liebert Units were being reused.

Chief Spera stated that he remembers someone saying initially that the AC units were going to be reused and then it was discovered later that the AC units did not work.

Downes agreed saying that it was discovered the units could not be reused.

Chief Spera stated that they should have known that prior to using project contingency money for new units.

Committee Chairman Moran asked Downes to come back to the group with options for the new system.

Chief Spera stated that there is a procedural issue about whether or not Downes has to obtain committee approval before making decisions.

Downes replied that they are in charge of the contingency money and that they are having their experts price out new systems based on the needs of the building but that they would be happy to share the options with the Committee for review.

Chief Spera asked who makes the final decision.

Downes replied that it is a team decision.

First Selectman Fortuna stated that if the issue is not resolved in two weeks then it can be discussed again at the next subcommittee meeting.

Committee Chairman Moran expressed his concern about purchasing the cheapest system available and stated that all options should be reviewed so that the system needed by the Department will be purchased.

Committee Chairman Moran asked if everything will be galvanized in the kennel.

Downes replied that everything in the kennel would be galvanized.

Committee Chairman Moran asked if the steel would be sprayed for fire resistance.

Downes replied that this was not required.

IV. Status of Budget

Chief Spera asked if the Guaranteed Maximum Price contract was signed.

Downes replied that the contract is near completion but not yet signed.

Chief Spera asked if it's normal for so much work to be done without a signed contract.

Downes replied that they have a contract with the town and it is not abnormal for work to begin before the GMP is signed.

V. Status of Contingency Fund

Chief Spera asked if any money has been spent from the Contingency Fund.

Downes replied that they have change order proposals from subcontractors that are plus and minus. They stated that as the subcommittee meetings progress, a list of change orders will be provided. Currently, an alternate for the storm water filtration system was found that will save \$41,000 for the project, which offsets any current change orders against the budget.

Chief Spera stated that he knows the Contingency Budget total number and would like to see how it changes from week to week.

VI. Report of Inspections

Building Inspector Lucas stated that he has no issues at this time.

VII. Change Orders

This item has already been discussed.

VIII. Owner/Concerns/Comments/New Business

Committee Chairman Moran asked about the key system for the building.

Downes replied that the primary perimeter access will be key fob.
Chief Spera added that he has already identified which areas of the building will be high security key fob and/or key pad access areas.

IX. Old Business

There was no old business.

X. Public Comment

There was no public comment.

XI. 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 3 in favor and 0 against.

The next Police Building Subcommittee meeting will be held on Wednesday, May 21, 2014.

The meeting minutes for May 7, 2014 were prepared and respectfully submitted by:

Trent Gerbers
Recording Clerk for the Old Saybrook Police Building Committee