

## **OLD SAYBROOK POLICE BUILDING SUBCOMMITTEE**

### **Regular Meeting**

**January 7, 2015**

### **MINUTES**

A regular meeting of the Old Saybrook Police Building Subcommittee was held on Wednesday, January 7, 2015 at the Old Saybrook Town Hall.

Present: Committee Chairman Dan Moran and Committee members John O'Brien and Lee Sparaco and Police Commission Chair Bob Finch. Also present were First Selectman Fortuna, Finance Director Carver, Police Chief Spera, Building Inspector Don Lucas and Lt. Kevin Roche. Representatives of Downes Construction (Matt Peacock and Jeff Anderson) and Jacunski Humes Architects (Jared McGoon) also present.

#### **I. Call to Order**

Chairman Moran called the meeting to order at 10:37 am

#### **II. Approval of Minutes**

Motion made by J. O'Brien, seconded by D. Moran to approve the minutes of the December 18, 2014 meetings was passed.

#### **III. Public Comment – None**

#### **IV. Progress Report from Downes**

##### **1. Work Completed Since Last Meeting:**

Downes reported that the following items have been completed since the last (12/18) meeting:

- Painting finish coat at Sally Port and West Elevations
- Metal Roofs
- Grounding loops in Dispatch
- Fiberglass columns installed at Front Entrance
- Sheetrock and Taping in Lunch/Day room

##### **2. Work in Progress:**

Downes reported that the following items are currently in progress:

- Wiring Overhead Doors
- Switches, Devices and Plating in Rooms
- Painting Cell area and Lunch/Day Room
- Installation of Millwork/Trim, Wall Protection and Toilet Accessories
- Interim Wiring, Security Installation

### 3. Work to Start within Two Weeks

Downes reported that the following items will begin within the next two weeks:

- Detention Cell Equipment
- Epoxy Flooring
- Aluminum Entrances
- Carpet and Resilient Floors
- Wardrobe Lockers

### 4. Old Business

a. Communications/Security: DCC will verify certified payroll for prevailing wage for Northeastern Communication similar to what's done for contractors and subs. Town (Finance Director) will then be repository for those records.

b. Keying Meeting: DCC following up with Park-Roway on some questions on a few doors.

c. COP Status: DCC distributed updated copy of COP log. Estimated remaining contingency increased by approximately \$3,000 due to contractor picking up the cost on COP #72 (painting of wood base in Chief's office) and revised cost estimates on COP#68 (hardware changes from keying meetings).

FS Fortuna asked if costs in COP#73 (ceiling access in cells) was actuals. DCC (Matt) replied it was a good estimation of final cost.

d. Dispatch Consoles: Arriving week of 1/26.

e. Mobile & Armory Arsenal Storage: Meeting held earlier this morning (1/7) confirmed mid-February delivery for mobile storage. Storage lockers being delivered in 3 weeks.

f. Finishes: Chief has reviewed mockup of transition trim from carpet to flooring for his office.

g. Interior Signage: Interior signage has been bid and exterior signage has been rebid. Computer Signs (local vendor) has submitted bid.

h. Furniture Order: Janice (interior designer) and Chief have taken field trips in order to look at different vendors. Chief has also received desk samples. Still on target to have order finalized by end of January (or sooner). Will be using state bid pricing and on track to have furniture within the estimated \$228,000 currently in Future Owner's Expense.

i. State 911: Chief has been working with Fibertech, State 911 vendor. Current plan is to take fiber from Old Boston Post Road to Lynde Street to Station. Cost savings could be achieved if fiber could share space with current AT&T trench from Main Street.

j. Contract Work to be Complete in Spring 2015: List of work that can't be done in the winter, such as placing of grass in selected areas not covered by hydro seeding, permanent line striping, etc.

## 5. New Business

a. Chief Spera raised several issues:

Could letters be painted on the floors of the holding rooms for cameras similar to the numbers that are painted in the cells? DCC (Jeff/Matt) to look into.

Chief is checking with court administrators regarding requirements for mug shot backgrounds – if those need to be consistent with previously used backgrounds.

The sink in the kitchen seems to be lower than the 34" required for ADA. JH (Jared) will check.

Fuel has been delivered to test generators. Do not need gas to test new pumps.

b. Phones: Chief Spera gave an overview of the phone system. Cisco phone system with refurbished phones. Chairman Moran questioned if this was subject to Davis-Bacon. Consensus was no it is not as there is no interior/infrastructure work involved, just equipment installation. Total cost will be \$38,000 with \$25,000 in the construction budget. First Selectman and Chief discussing sources for funding the remaining \$13,000.

c. DCC reports it will be asking for CO or TCO inspection 2<sup>nd</sup> or 3<sup>rd</sup> week of March. Inspection verifies that all life systems are functioning – does not mean furniture, phones, etc. all ready for move in. Chairman Moran asked to be present during inspection when punch list is developed. He would like to prevent managing multiple punch lists.

**V. Report of Inspections:** Building Inspector Lucas reported that he is there almost every day. Things are going well – concentrating on approving interior work so ceilings can be closed up.

**VI. Owner/Concerns/Comments/New Business-** Addressed in Downes Update.

**VII. Old Business–** Addressed in Downes Update.

**VIII. Public Comment –** None

**IX. Adjournment**

Committee Member O'Brien made a motion to adjourn, seconded by Committee Member Sparaco. Motion passed unanimously and meeting was adjourned at 11:10 am.

Respectfully submitted,

Lisa R. Carver, Finance Director