

OLD SAYBROOK POLICE BUILDING SUBCOMMITTEE

Regular Meeting

January 21, 2015

MINUTES

A regular meeting of the Old Saybrook Police Building Subcommittee was held on Wednesday, January 21, 2015 at the Old Saybrook Town Hall.

Present: Committee Chairman Dan Moran and Committee member Lee Sparaco. Also present were First Selectman Fortuna, Finance Director Carver, Police Chief Spera, Building Inspector Don Lucas, Fire Marshal Donn Dobson and Lt. Kevin Roche. Representatives of Downes Construction (Matt Peacock) and Jacunski Humes Architects (Jared McGoon) also present.

I. Call to Order

Chairman Moran called the meeting to order at 10:35 am

II. Approval of Minutes

No quorum of committee members present so minutes of the January 7, 2015 were tabled until next meeting

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 (1/7) meeting:

- Police Wardrobe Locker Installation
- Detention Cell Equipment
- Painting at Fleet Storage
- Boiler Start-up
- Site Lighting
- Toilet Partitions

Issue with cell and holding room doors not all being flush was discussed. Contractor was made aware of the issue. Because of the floor working being done, DCC cannot check if the door issue was fixed until next week.

Another issue was the need to deaden the sound from the bunks in the cells as prisoners can bang on them and make noise that would be loud on the cameras. Solution discussed to drill hole and fill with sand to prevent the hollow noise.

2. Work in Progress:

Downes reported that the following items are currently in progress:

- Epoxy Flooring
- Aluminum Entrances
- Temperature Controls
- Security Wiring
- Millwork and Trim

3. Work to Start within Two Weeks

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

- Ceramic Tile
- Cell Area Plumbing Fixtures
- Air Balancing
- Carpet and Resilient Floors
- Doors and Hardware

Chief asked if the eight doors in the executive area can be stained to match the furniture, which as it turns out is darker shade than expected. Cost would be approximately \$2100 and could be offset by the cost savings from no carpeting in server/electrical room. DCC (Matt) will look into this.

4. Old Business

a. Communications/Security: 1:30 meeting today (1/21/15) with all parties to finalize the timeline and get everything ready for Northeastern Communications to come in. Getting on the same page has been complicated by ANI changing project managers three times during the project.

b. Keying Meeting: Minor items left to follow up on.

c. COP Status: DCC distributed updated copy of COP log. Estimated remaining contingency decreased by approximately \$2,290 due to additional COPs. New COPs this report:

COP #74 – Schluter Strip in Chief's office. This is a net credit.

COP#75: Paint lettering on Booking Room walls for camera. DCC this is high (\$500) and will work with Contractor

COP#76 Control joint to eliminate drywall cracking

COP#77 – Slight upcharge (\$266) to change order on Microwave and Refrigerator in kitchen. Original models ordered have been discontinued.

d. Dispatch Consoles: Set to arrive next week and will be installed before carpeting. Chief will review placement before carpet goes in.

e. Mobile & Armory Arsenal Storage: Scheduled to arrive February 6th. Week of February 9th contractors will be on site to install.

f. Finishes: ASI issued for Schluter Strip in Chief's office.

g. Interior Signage: Bid awarded to Computer Signs (local vendor). Granite posts on outside sign will also be transferred from site work (Colassale) to Computer Signs contract. Decision made to include vinyl door signs (less than \$1000) in the interior signage work.

h. Furniture Order: Chief reported that a meeting was held yesterday and final numbers should be available tomorrow. Order will be made Friday in order to keep in timeline to have furniture in place one week prior to 911 transfer. Things like corkboards/whiteboard can go in after furniture.

i. State 911: Still no confirmation from AT&T on sharing space in trench from Main Street. Fibertech has approved a payment plan so Town can use 911 off-budget funds for fiber install.

j. Contract Work to be Complete in Spring 2015: No change to list.

k. Booking Room Identification: Has been added to COP log.

l. Booking Room Doors: Color needs to be confirmed.

m. Comcast Service: Contract has been signed.

5. New Business

a. Chief Spera indicated PD is keeping running list of minor items that need to be addressed. At an appropriate time, this list will be brought to DCC so that there is only one punch list.

b. Grand opening was discussed. FS Fortuna thought an opening prior to PD moving in would be less disruptive. Chief thought it better for the public to see the actual station in operation. Guided tours could be given etc. Group consensus was that after move is was preferable – sometime in April.

c. Discussion on Overhead Door wiring that is exposed. Oversight between electric and overhead door specs. DCC (Matt) indicated Custom Electric is pricing a fix for this. Will likely be on COP log next meeting.

V. **Report of Inspections:** Building Inspector Lucas reported that all his concerns were addressed during DCC report.

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

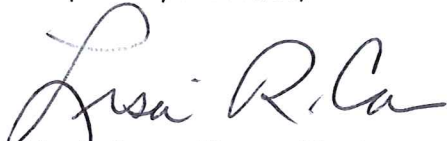
VII. **Old Business**– Addressed in Downes Update.

VIII. **Public Comment** – None

IX. **Adjournment**

Chairman Moran made a motion to adjourn, seconded by Committee Member Sparaco. Motion passed unanimously and meeting was adjourned at 11:37 am.

Respectfully submitted,



Lisa R. Carver, Finance Director