

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

Meeting Minutes of May 2, 2016

ATTENDANCE:

COMMITTEE: Vice Chair Ryan Burdick, Charles Steinhart V, Bob Shabunia, Paul Kowack

OTHER: Project Manager Peter Springsteel, Committee Secretary Kati Murphy

CALL TO ORDER

Call to order at 7:05 PM by Vice Chair Ryan Burdick

Invoices for Payment:

K. Murphy invoice #87 – \$74.25

MOTION to approve made by Paul Kowack, second by Charles Steinhart, V

All in favor, motion passed.

Minutes

April 25, 2016

MOTION to approve made by Charles Steinhart V, second by Paul Kowack

All in favor, motion passed.

Correspondence:

Via e-mail to Committee:

PUBLIC COMMENT:

Jon Bosma inquired as to the status of the additional \$300k from the State. This was an Action Item assigned at the last meeting to the Selectmen. Response is expected from them at the May 9 meeting.

OLD BUSINESS:

Charlie Steinhart distributed a draft press release relative to project status for Committee to review and comment. Members will forward any comments to Charlie, with the intent of having a final document for publication after May 9 meeting. The notification will be sent to local newspapers, as well as being posted on Fire Company Facebook page, and other town forums. Project status will be publicly updated on a monthly basis.

Peter Springsteel is working to distribute the NTE budget to USDA and Silver Petrucelli. \$3.981m is the figure being used for building costs, plus escalation, for a total of \$4.072m.

Paul Kowack pointed out that firm numbers will not be known until actual bids are received.

The AIA contract from Silver Petrucelli was forwarded to USDA. USDA had concern regarding the fee for Construction Administration and wanted assurance that the fee for this, under the original contract, was null and void. David Stein of Silver Petrucelli agreed and will make the change in the agreement. Updated agreement should be available for Town/Committee review in the morning. Committee would like First Selectman to sign as soon as he receives the updated agreement. Peter said he had assurance from David Stein that they are moving forward on the new design.

Paul stated that Committee has not any recent invoice from Silver Petrucelli. Peter will discuss with them. Paul thought that Silver Petrucelli was showing about \$4k more than his figure for Construction Administration.

Bob asked again if Silver Petrucelli could provide Committee with any preliminary drawings. Peter will ask SP&A if this is possible.

Further discussion was held relative to an additional Committee member. Paul suggested Bob Testa or Robin Roohr. Selectmen would prefer someone with construction experience. Peter suggested the landscape architect who had addressed Committee at a previous meeting. Members will continue to Investigate. Some members felt that bids will be going out in the near future and there is little point in bringing on anyone new at this stage of the game.

Paul asked Charlie how soon he thought he'd be able to comment on the long term plans. Charlie responded that everything depends on when/if there is a new building.

Bob Shabunia will compare the earlier loan amortization figures to those based on the new, lower interest rate offered by USDA to show savings over the lie of the loan. Bob suggested including this information in a future press release. Bob will bring this information to the May 9 meeting.

Peter is working on the updated application for USDA. Kati will check the files to see if the original application is there.

NEW BUSINESS:

Charlie will be speaking with the Highway Superintendent to ask if they can keep the area around the project sign cleaned up.

Bob mentioned the fact that the silt fencing is deteriorating. Peter pointed out the Tim Suchocki is still responsible for ensuring the grasses are established and that sedimentation and erosion control needs to be in place until the grasses are established . Tim has to come back for the grass, so perhaps he could take care of the silt fencing at the same time. Peter will check with Jim Rossman of Stadia Engineering for some guidance with this.

ADJOURN:

MOTION to adjourn made by Charles Steinhart V, second by Paul Kowack
Meeting adjourned at 7:39 PM

Next meeting is scheduled for Monday, May 9, 2016 at 7:00 PM

Status of Action Items of April 25, 2016:

- Prepare press release/communication regarding current status of NSES Building.
To be sent to local papers, as well as posted on Town website.
Lead: Charlie and Brian for May 2 meeting
Charlie Steinhart presented draft. Committee to have comments back to him this week. Charlie will have completed document for May 9
- Develop NTE to be targeted by Silver Petrucelli that considers \$6.3m total project cost
Lead: Paul and Peter for May 2 meeting
Updated AIA document w/SP&A in process. New USDA loan application in process
- Recommendations for additional Committee member
All ASAP
Investigate name of landscape architect
- Development of long-term plan for transitioning current buildings
Lead: Charlie and Brian – on-going
On-going
- Request Town Treasurer provide updated table of rates, based upon new interest rate from USDA.
Lead: Bob and Selectmen for May 2 meeting.
Bob continuing with this
- Use of additional \$300k from state
Lead: First Selectman May 9 meeting
Selectmen – May 9