

**North Stonington Volunteer Fire Company  
EMS Building Committee**

**Meeting Minutes for April 20, 2015**

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**Location:** North Stonington Volunteer Fire Company – Meeting Room  
267 Norwich-Westerly Rd.0  
North Stonington CT

TOWN CLERKS OFFICE  
NORTH STONINGTON CT

**In Attendance:**

**Committee:** Mark Perkins, Chair; Joe Cassata, *Vice Chair*, Charles Steinhart, V; Jon Bosma; Bob Shabunia, Marc Tate, , Nick Mullane, Brian Elias, Greg Howell, Paul Kowack

**Other:** Peter Springsteel, Owner's Representative, Kati Murphy, Committee Secretary, Selectman Bob Testa, Jim Rossman, Stadia Engineering

**Meeting called to order at 7:04 PM** by Chairman Mark Perkins

**Minutes:**

MOTION by Joe Cassata to approve minutes of April 6, 2015, second by Marc Tate.

All in favor, motion passed.

MOTION by Joe Cassata to approve minutes of April 13, 2015 with correction recommended by Bob Shabunia, that the first paragraph of the second page be amended to read “\$862k has been budgeted, depending on the amount of large rock encountered ...”. Second by Charles Steinhart.

All in favor, notion passed.

**Correspondence and Invoices:**

**Invoices:**

Kati Murphy, Invoice #44 in the amount of \$225.00

MOTION to approve by Joe Cassata, second by Brian Elias.

All in favor, motion passed.

Silver Petrucelli & Assoc., Invoice #15-841 in the amount of \$4125.00 (5% completion construction documents)

MOTION to approve by Joe Cassata, second by Paul Kowack

All in favor, motion passed.

**Correspondence:**

The following correspondence were forwarded via e-mail to each Committee member:

- Nick Mullane 04/15/2015 to Tim Suchocki RE: update on excavation and proposed schedule going forward.
- P Springsteel to Materials testing Inc. RE: Statement of Special Inspection estimate.
- P. Springsteel 04/16/2015 e-mail from D. Smith indicating topsoil not interfering w/contractor's work at this time.
- Nick Mullane 04/17/2015 to Mark Perkins RE: 04/28/2015 BOS meeting for update and scheduling for project.

- 04/17/2015 e-mail from R. Chapman at DOT giving OK to remove fence.
- 04/17/2015 e-mail from Titan Energy RE: Yankee Gas Contract

### **Old Business:**

*Jim Rossman, Stadia Engineering*

Mr. Rossman had been asked to attend the meeting to bring the Committee up to speed on progress of site work. He indicated that approximately 50% of the excavation has been completed and the project is on target to be completed within the contractual timeline of 130 days. Approximately 1100 yds. of material are being trucked off site daily. Plenty of rock, and pockets of large stone have been encountered, but to date, no ledge. Mr. Rossman, the Contractor and the Town's Highway Foreman meet on Wednesdays to measure rock. The method for measuring rock had been changed from measuring in bulk to measuring each rock individually. This is the traditional method, is a very consistent method and it is working very well. There will be a second change order for rock coming later in the week for about 216 c.y. with an estimate of \$7k. There is still rock on site that has yet to be measured, but not a considerable amount. The question was asked whether it is necessary to have a Town employee on site for counting rock. Mr. Rossman stated that it was an extra set of eyes and hands and made the work go faster. Mr. Rossman indicated that the project is progressing favorably.

Mr. Rossman was asked if the stockpiled topsoil that the Town will be taking is hindering progress. He informed the Committee that the Contractor and Town's Highway Foreman have been in discussion on the matter. At the moment it is not a problem and it is preferred that the pile at the back of the site be the first to be removed. Nick Mullane stated that he is hoping to have the topsoil removed by the end of the second week in May. If Town personnel are not available to move the topsoil then Nick will have to contract it out, at the Town's expense. Nick wants the Committee to be sure that 550 c.y. will be sufficient to leave on site for future needs of the project. Peter Springsteel will check with Don Smith to clarify the amount of topsoil to remain and whether or not it is to be screened. Mr. Rossman also informed the Committee that there is a very large stone on the site that would make an ideal monument stone. If it needs to be preserved it would be outside of the scope of the project. Mr. Rossman recommended the Committee have a mason take a look at it for possible future use on site. Committee needs to determine if they want to pursue this.

The Committee requested, that in addition to the daily logs, boulder count and photographs Mr. Rossman provides to the Committee, that he also provide a brief monthly narrative on progress, percentage complete and the quantity of material removed from site. A single paragraph would suffice. Mr. Rossman stated he could do that when sending monthly pay requisitions to Don Smith and that Don could then forward to Peter Springsteel for distribution.

The next Pay Requisition meeting is May 7 at noon.

Bob Shabunia requested that Mr. Rossman copy Peter Springsteel on his communications with Don Smith and that Peter then forward to Committee.

Committee reviewed the First Selectman's April 17 letter to Mark Perkins relative to Committee bringing updates to the April 28 Board of Selectman's meeting. 95% complete documents will be available from Silver Petrucelli on April 27. Peter Springsteel will contact the Town's building official to let him know plans will be arriving next week so that he can make arrangements for compliance review. Code compliance review is done by an outside party and the Town (Committee) will be responsible for covering the cost. Paul Kowack pointed out that there is no line item in the budget for compliance review. It was recommended that as soon as the Town receives the draft contract for Phase II that it be forwarded to Town Counsel for review. Many of the documents in the Phase II contract will be the same as those in Phase I contract. Nick Mullane has requested that Silver Petrucelli red line the document so that Town Counsel only needs to review what is new.

A transition team has been put in place (Charles Steinhart, V and Brian Elias) to begin planning the logistics of combining Fire and Ambulance in to one entity. To date they have only begun discussing policies and procedures. At this time they do not yet have a cost for moving equipment and/or furniture.

Peter Springsteel informed the Committee that a water tank will be required to supply the fire suppression system. 20k gallons is what Silver Petrucelli recommends. Charlie Steinhart spoke with the Fire Marshall, who feels that tank size is excessive and that 500 gallons would be sufficient. Silver Petrucelli has been asked to contact the Fire Marshall on this. Peter will follow up.

Committee discussed Silver Petrucelli's April 13 memo. Peter Springsteel's Responses from Committee to Silver Petrucelli's Memo below:

***Responses to your Memorandum of April 13th:***

**Architectural:**

1. The existing range stays in the existing building - a new commercial range will be installed in the new building.
2. S. Steel prep cart size to be confirmed.
3. Leg mount ice maker.
4. No hard water line to coffee maker - location needs to be flexible.
5. No vision panels in doors 145A and 144B.
6. Eliminate residential stove, but provide 220V power for future installation of stove and circuit for future hood.

**Plumbing:**

7. Trucks will be filled off site. 3/4" cold water supplies for occasional use need to be provided from above with hose reel - 1 port between 2 truck bays typical - 4 total.
8. We acknowledge that hydrant test cannot be completed until new municipal water line is installed so assumed pump size will have to be included on the drawings.
9. Please leave exterior 1000 gal grease tank.
10. Specs for existing compressor to be confirmed. This unit should be placed on the mezzanine space above the pump room area and will serve the trucks.
11. A new SCBA compressor shall be provided in the SCBA room.
12. Floor drains in the public and private baths should be provided as recommended.
13. Committee requires mixing valve supply at the south wall of the apparatus bay, adjacent to the designated wash bay.

14. Hands free is preferable if cost is not excessive - any sense of delta between manual and hands-free.

15. Committee assumes that there will be a hot water recirculation system designed into the building in order to minimize waiting times to a reasonable normal duration.

Outstanding items from my April 13th email "NSCES Misc."

- Thank you for the Special Inspections statement
- We are awaiting additional overhead door glass elevations.
- Roof should be designed to carry Code mandated snow loads with guards - not sure of the impact of snow guards on loading - have engineer review.
- The Committee would like to insure that the roof structure is capable of withstanding the additional 3-4 psf uniform loading of photovoltaic panels should they decide to add at a later date. The attachment points and rack design would be dealt with later and would have to be designed around the completed structure - I assume this has been done before. The committee would like some feedback from your electrical engineer regarding feasibility and return on investment of a roof mounted photovoltaic system based upon the site/building orientation and incentives through the local utility company and their recommended solar panel company. The Eversource rep is James Pagnetti and his recommendation is to access information through this website:  
<http://solarizect.com>

Phase 1:

1. Please confirm the May requisition date for the Phase 1 work - we believe it to be Thursday May 7th at noon.

2. The Contract Documents require 550 yards of loam to be stockpiled on the site. Is the intention for this material to be screened by the Phase 1 Contractor? If not, will the 550 yards be sufficient for the anticipated use in Phase 2 when screened later - in other words, when screened, the pile may end up being 500 yards of useable material - will that be enough?

3. The Committee would like to arrange for a site walk before our regular meeting next Monday, April 27th, at 6:00 PM. Please verify that the Contractor have a representative on site to accompany the committee.

Thank you for your assistance with these items.

Peter

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Committee reviewed façade alternates provided by Silver Petrucelli. Committee would like to see some color options to get a better idea of what the building could look like. Nick pointed out that there is no break in the building and that it looks too much like a warehouse. Mark Perkins pointed out that there are add alternates for facades that will hopefully alleviate that problem. Bob asked if Silver Petrucelli could supply Committee with cut sheet of products being considered for aesthetic upgrades. Peter will make that request.

Mark Perkins asked Peter, as Project Manager, to prepare a job description to advertise for Clerk of Works. Mark would like to have this prepared for the April 28 Board of Selectman's meeting. The ad can go out while the description is still being edited. Bob Testa stated that Board will be discussing this topic at their April 21 meeting so that 28<sup>th</sup> will be a productive

meeting. Seems to him that combining the position of Owner's Rep and Project Manager is budget driven. Paul Kowack stated that at this point it is more effective because of Peter's particular experience with the project. Committee would be wasting time trying to bring someone new up to speed. Committee is comfortable with Peter's ability to act in this capacity. Peter said he can prepare cost estimate for his additional responsibilities and that he does project management every day on his own projects. He is currently working on a 30k S.F. mixed use building in Niantic. Peter will get the details of the Clerk of The Works job description and he will prepare a draft for Board of Selectman and the Committee.

Bob Shabunia indicated that the CIRMA letter previously received should be sent to Silver Petrucelli. He was informed that this has already been sent to them to be included in the Phase II project manual. Bob was not pleased with Silver Petrucelli's response to our inquiry regarding installation of solar panels. Joe Cassata will get the contact information relative to solar installation to Peter to forward on to Silver Petrucelli.

### **New Business**

Joe Cassata had spoken with Senator Maynard's office regarding additional funding for the project. The Senator's office indicated that they've contacted Representative Diana Urban's office and that they are teaming up to submit \$600k (Maynard) and \$300k (Urban) for the upcoming bond. Joe will continue to hound Rep Urban's office for updates.

Brian Elias stated that if the bids come in over budget he would like to see the Committee go back to the Town and explain add alternates and the delete alternates and let the Town's people know what is needed and why. He suggested a social media campaign to get the information out. It was decided by the Committee that this may not be the most effective method to get the information to the Town. Mark Perkins suggested that in a month or so he could do a presentation at a Selectman's meeting and Marc Tate stated that he could put updates on the Town's web page. Bob Testa recommended drafting a presentation now, in the event that bids come back to high.

Committee has requested a site walk. Peter to contact Don Smith and shoot for April 27 at 6:00. Contractor or his representative to be on site.

### **Public Comment**

Joe Gross asked for clarification that code compliance review and legal review are paid for out of Committee's budget. Mark Perkins indicated that they are.

Mr. Gross asked if the position of Project Manager would be hourly or salaried. He was told that is yet to be determined.

MOTION to adjourn by Charles Steinhart, V, second by Greg Howell.  
All in favor, meeting adjourned at 8:55