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**Minutes of Special Meeting, February 26, 2018**

Prior to the start of the Special Meeting, the Committee was joined at 5:00 PM by Selectman Nita Kincaid for a walk-through of the new building. Walk-through was facilitated by Michael Faenza

***Meeting was called to order at 6:00 PM by Chairman Burdick***

**ATTENDANCE:**

***Committee:*** Chairman Ryan Burdick, Charles Steinhart V, Paul Kowack, Bob Shabunia

***Other:*** First Selectman Mike Urgo, Project Manager Michael Faenza,  
Committee Secretary Kati Murphy, James Russell Town IT Coordinator

**INVOICES:**

Silver Petrucelli inv. # 18-63 \$4258

MOTION to accept made by Bob Shabunia, second by Paul Kowack.

All in favor, motion passed.

*(Michael Faenza will double check with Silver Petrucelli to be certain that the \$2320 for Civil Engineering had not been previously paid.)*

CREC inv. #182332 - \$8000.

Motion to accept made by Bob Shabunia, second by Paul Kowack.

All in favor, motion passed.

TriState Materials Testing, inv. #TSMT5578 - \$2997.

Motion to accept made by Paul Kowack, second by Bob Shabunia.

All in favor, motion passed.

Kati Murphy

Inv. # 156 - \$127.88

Inv. # 157 - \$ 33.00

Motion to approve made by Charles Steinhart, second by Bob Shabunia

All in favor, motion passed.

**PUBLIC COMMENT**

*None*

**OLD BUSINESS:**

*Change Order #5* relative to upsizing pipes for domestic water.

Motion to accept Change Order #5 made by Bob Shabunia, second by Charles Steinhart.

All in favor, motion passed, Change Order #5 approved.

*Change Order #7* relative to installation of steel support plates for overhead doors.

Michael Faenza indicated to Committee that this needs further vetting at the next Construction Meeting on February 28.

Motion to table Change Order #7 made by Bob Shabunia, second by Paul Kowack.

All in favor, motion passed. CO #7 will be reviewed again once Michael has additional information

*Change Order #8* proposed credit for removal of domestic water pump.

Motion to accept Change Order #8 made by Bob Shabunia, second by Charles Steinhart.

All in favor, motion passed. Change Order #8 approved.

*Change Order #9* relative to installation of wiring for hand dryers in private rest rooms. Also requires one day extension.

Motion to accept Change Order #9 made by Charles Steinhart, second by Bob Shabunia.

All in favor, motion passed. Change Order #9 approved.

*Change Order #10* relative to altering the wall in the vestibule to accommodate installation of air compressor.

Committee did not wish to move forward on this CO until pricing is obtained for other options.

Motion to table Change Order #10 made by Charles Steinhart, second by Bob Shabunia.

All in favor, motion passed. Item tabled until information on additional options is obtained.

Ryan Burdick had obtained pricing on motors for SCBA compressor. He will forward cut sheets and quotes to Michael Faenza and Committee.

Charlie was waiting to hear back from the Bauer representatives on their pricing for same.

Michael felt that once all of the information is received then a decision on the compressor can be made.

Michael Faenza needs dimensions of TVs so that Enterprise can install blocking in walls. It was agreed on by Committee that one 50" TV w/cable connection will be relocated from NSAA to the Day/Radio Room. TVs in the 3 offices eliminated.

Michael stated that thought needs to be given to location of data and power jacks relative to furniture placement. He wants to be sure that these are in the best locations for everyone's use.

No TV in meeting room given that TV can be streamed thru laptop to projector and screen.

The EMD owns a 39" TV which will require a cable drop in the meeting room. Mike Urgo will check with EMD to see if this is really necessary. Michael Faenza needs an understanding of what the plans are for the AV room. Committee stated that it will most likely become EMD's space.

The I Am Responding System will need blocking in walls for mounting monitors in the Radio Room and the Apparatus Bays. The proposed location for mounting the 40" monitor in the Radio Room is between the windows. Michael stated that a duplex power outlet can be added to that location but cautioned that there could be cost involved. The preferred location in the Bays is above the wall mounted desk in the Bays.

Michael was unclear as to what the AV jack in the Radio Room was for. There were also no termination points indicated for this. Discussed that it could be eliminated if Committee so chooses. Committee never

remembered having final discussion with Silver Petrucelli on this topic. Ryan suggested running one AV jack to terminate at TV location in the Day Room.

Michael will need to further investigate electrical for placement for the copier/printer. It will require a data jack as well. James is meeting with Town's vendor for their copiers and should be able to get dimensions.

AV jacks currently proposed in AV closet and another at front of Meeting Room.

It was suggested that all connections be placed outside of AV Room on a small docking station desk. Desk not included in plans and probably will require CO. Using an AV type cart and storing in AV was also mentioned.

Outlet necessary for radio and scanner for EMD needs to be added in AV Room. This requires a conversation with Tactical Communications.

It was requested that Michael speak with SP&A about better centering the screen in the Meeting Room. Committee feels it is too far to the left and have no issue centering it, even if it blocks the double door to the storage room.

Camera locations need to be determined. Jim Russell received a quote of \$27,369.88 for a camera system, which includes 17 cameras and 5 year subscription and associated licensing. Subscription will need to be renewed every 5 years for roughly \$7k. General consensus was that 17 cameras was a bit excessive and that number could be reduced. Charlie felt that it was more important to have building entrances covered more so than other locations. Michael's suggestion was keeping cameras as currently laid out. Exterior cameras as currently laid out cover all entrances, interior cover offices and sleeping quarters passage way. If one gets pulled you can lose coverage in a particular location. Michael stated that Committee has option to drop them out. Jacks will be at proposed locations anyway so cameras could be added in the future.

Jim also had a conversation with another company that does not require the license. They are working up a price for him for comparison.

Stainless steel toilet accessories are what is included in the drawings. Committee agreed.

Tactical Communications needs to discuss with Charlie the layout of equipment on Day Room desk. Tactical did not plan on relocating the manual 3 button controller for siren. Charlie said that there is no longer a need for 3 button controller. Charlie will have a conversation with Tactical on this matter.

The question came up of who will terminate things in the IT Room. Jim is willing to do this but there will be a cost to Committee associated with his work. It is preferential to have Jim do the work, as he is most familiar with the system. This needs to be discussed with the Selectmen. Bob questioned whether or not USDA would approve of project funds being used to pay Jim.

Michael asked if the MagnaGrip connection was a huge issue. Charlie stated that yes, it is. Pickup pipes appear to be located opposite of where they should be. Michael thought this issue had been discussed and resolved some time ago. This discussion will continue at next meeting.

#### **ADJOURN:**

MOTION to adjourn made by Paul Kowack, second by Bob Shabunia

All in favor, motion passed. Meeting adjourned at 7:55 PM

**ONGOING TOPICS:**

- Change Orders
- Energy Credits
- FFE-radio equipment
- FFE – IT throughout building – hardware/software
- Repair to Rocky Hollow Rd at location of drainage installation
- Permit for pumping oil/water separator/? Requirement for pumping DeCon tank

**Ongoing Topics Completed:**

- Stone and mortar colors - COMPLETE
- Door and door trim colors (other than main front/rear doors) - COMPLETE
- SP&A request for interior color schemes - COMPLETED
- Possible upgrade to flooring in meeting room - COMPLETE
- Water hookup fee waiver –COMPLETE fee waived by SCWA
- Fencing around tower – COMPLETE (CO 4B approved 12/04/17)

**ACTION ITEMS:**

Ryan Burdick will contact Bryan Elias relative to his tenure on CES Building Committee.

COMPLETED

Rec'd letter 12/18