

North Stonington  
Center for Emergency Services  
40 Main Street  
North Stonington, Connecticut 06359  
860-535-2877  
[Fire.EMS.comm@nsvfc.org](mailto:Fire.EMS.comm@nsvfc.org)

**Meeting Minutes of August 28, 2017**

**ATTENDANCE:**

**Committee:** Charles Steinhart V, Paul Kowack, Bob Shabunia

**Other:** Project Manager Michael Faenza, Committee Secretary Kati Murphy

**CALL TO ORDER @ 6:12** by Paul Kowack

**INVOICES:**

Brown Paindiris & Scott LLC

Invoice #90268 - \$2490.00

(DECD legal fees)

MOTION to approve made by Bob Shabunia, second by Charlie Steinhart.

All in favor, motion passed.

Staples - \$97.62

MOTION to approve made by Bob Shabunia, second by Charlie Steinhart.

All in favor, motion passed.

K. Murphy invoice #141 – \$24.75

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

All in favor, motion passed.

CREC invoice #180219 - \$72,000.

MOTION to approve made by Charlie Steinhart, second by Paul Kowack

All in favor, motion passed.

MOTION was made by Bob Shabunia to approve and authorize in advance the amount of \$5174.00 to cover the cost of the Builder's Risk insurance premium. Second by Paul Kowack.

All in favor, motion passed.

**MINUTES:**

MOTION to approve minutes of July 31, 2017 made by Paul Kowack, second by Bob Shabunia.

All in favor, motion passed.

**CORRESPONDENCE:**

*Committee acknowledged receipt of the following:*

*Release letter to P. Springsteel*

*Field Reports #1 & #2 from M. Faenza*

*Field Report #1 from S. June*

*Builder's Risk insurance quote from Starr Specialty*

**PUBLIC COMMENT:**

*None*

**OLD BUSINESS:**

Committee is very pleased with Michael's weekly Field Reports.

Paul will be looking into getting the Field Reports posted on the Town's website. This had been discussed and agreed upon at an earlier meeting. Michael can add the Town's IT Coordinator to his distribution list in order to get them posted on the website.

Paul will also be using the Field Reports for updating his commentary for the Town's Quarterly Report.

Bob asked how frequently SP&A's field reports will be coming. Michael will find out.

Michael will have a new budget sheet for Committee at the next meeting on September 5.

Michael corrected himself from the July 31 meeting relative to SP&A's invoicing. They will issue a large invoice up front, then a flat fee leading up to the end of the project, at which time one final larger invoice will be issued. This has all been accounted for in the budget.

**NEW BUSINESS:**

Bob asked if Enterprise will be able to supply information on the stone/wainscoting. Michael was able to obtain paper color samples and one sample board for the stone. He is waiting for additional sample boards, as the colors on paper are not true representations of what the stone actually looks like. He was also able to secure actual grout samples. Hopefully by next week the remaining stone sample boards will be available for Committee to make their selection. The samples are available in the First Selectman's office for Committee to look at.

A change order will be coming for the relocation of the water line access to the building.

Bob asked if/when he/Committee could have a walk through on the project site. It was decided that Michael will request permission from Enterprise to access site after hours. Pending permission, all will meet on site prior to the September 5 meeting. It was also decided that Committee will visit site prior to each monthly meeting, on a month to month basis. Michael will relay this information to Enterprise.

Michael informed Committee that he had heard of a rumor circulating that the project was delayed. This is not accurate. THERE IS NO DELAY IN THE SHCHEDULE. There is a 2 week delay in the delivery of the tank for the fire suppression system. Enterprise is able to work on other tasks while waiting for delivery.

Pay estimate #2, and hopefully more stone samples, will be reviewed at the Sept 5 meeting.

**ADJOURN:**

MOTION to adjourn made by Charles Steinhart V, second by Paul Kowack.

All in favor, motion passed. Meeting adjourned at 6:38