

**North Stonington
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Minutes of Special Meeting, March 5, 2018

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

ATTENDANCE:

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

Other: *First Selectman Mike Urgo, Project Manager Michael Faenza,
Committee Secretary Kati Murphy, James Russell Town IT Coordinator, EMD Director Gary Baron,
Shawn Murphy, Carl Johnston*

CREC Representatives: *Gregg Blackstone, Paul Drummey, Bob Saunders*

PUBLIC COMMENT

CREC representatives attended the meeting to inform Committee of the very disappointing news that Michael Faenza will be laid off, per instruction from their corporate offices. Paul Drummey will now be filling the position previously held by Michael.

Bob Shabunia requested that First Selectman Mike Urgo look at the Town's contract with CREC to see if there is any language regarding this situation.

Minutes:

January 8, 2018

MOTION to accept minutes, as modified, made by Charles Steinhart, second by Bob Shabunia

All in favor, motion passed.

February 12, 2018

MOTION to accept minutes, as modified, made by Bob Shabunia, second by Charles Steinhart.

All in favor, motion passed.

Invoices:

Kati Murphy #158 \$82.50

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

All in favor, motion passed.

OLD BUSINESS:

Enterprise Payment Application #8 in the amount of \$359,712.

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

All in favor, motion passed.

Michael Faenza shared the most recent budget update with Committee. He pointed out that it was not reelected of Application #8 but that all other figures are updated.

Jim Russell has been working on estimates for both camera and phone systems. From Total Communications he received a price of \$29,289.88 for a camera system which included 17 cameras, mounting and testing of equipment, along with licensing and subscription for each camera. Licensing and subscription would then need updating every 5 years. Current update costs are \$7k annually. Jim was unsure as to whether or not the update also included new cameras. He will look into that. Jim is also waiting for pricing from another company that he believes will be less expensive than Total Communications. This option does not have the subscription fee attached and would be managed in house by the Town's IT Coordinator. He's hoping to have pricing tomorrow so he can present it at the next Building Committee meeting. This pricing would not include the mounting and labor. Gary Baron inquired as to whether or not automatic software update would be included. Jim stated that it would be constantly upgrading the management console.

Jim also received a quote for a phone system from the company currently being used at Town Hall. Using IT drawings sent by Michael Faenza, Jim obtained a quote of \$9250. Quote included 17 phones, installation, set up, and test. EOC phones were not included in the count. Charlie and Ryan thought that 17 phones were an awful lot and asked to see locations. Bob said that he and Jim went through the drawing and phones are located wherever there was a voice and data drop on the plans.

EOC will need two dedicated phone lines. Data and power connections for EOC accommodations will be located in the corner by AV Room. EOC will need sufficient power connections for laptops, printers, and radio chargers. There are 4 double outlets and 3 duplex through-out the room. Should be sufficient. The entire Meeting Room will become EOC if situation necessitates activation. Charlie has been in contact with Tactical Communications relative to mounting antenna for EOC. It will be the same setup that is currently in place at Town Hall. EMD will store his equipment in the AV Room.

Requests from last week's meeting relative to technology have been made. It was strongly recommended by Michael that when working with Kate on furniture layouts, Charlie and Ryan bring color coded Technology Plans with IT drops and power outlets. The power is where it is, unless Committee wants to pay to move it. It was unclear whether or not Kate has the Tech Plan and the Power floor plan. Michael will forward these to her.

Bob suggested that if Kate had a sketch for furniture placement it could be sent to Town Clerk's office to have a large copy printed for Committee to review. Mike Urgo indicated that furniture layout was not going to Committee for review. He stated that Charlie and Ryan will be working with Kate as a sub-committee. This was not Bob's understanding and he objected and felt that Committee needs to look at it. Mike said that once the layout is done it will come back to Committee.

Additional IT/Technology items from last week have been included. IAmResponding outlets have been added in Radio/Day Room. AV jack in Day Room relocated so that furniture placement will work.

Jim asked if there was any special software that would be required. Charlie stated that Fire Company specific software is already on their server and is backed up on cloud. He will have Company's IT person get in touch with Jim to coordinate. Ryan will send NSAA programs to Jim.

Change Order 004B cannot be acted on just yet. Michael has to discuss with USDA.
CO #5 – approved– this was for alteration to protection system
CO #6 – approved - this was \$0 change for vinyl fence coating at dumpster enclosure
CO #8 – approved – credit for domestic water booster pump

CO #9 - approved - additional wiring for electric hand dryers

CO #7 – still pending - relative to support steel for OH doors. SP&A recommended bringing it back to Committee. Enterprise will put their position regarding CO #7 in writing for Committee to review.

CO #10- still pending –currently too many options which is causing confusion for Contractor.

#10A-reframing wall in corridor

#10B-enlarging the entry door

#10C-moving compressor to storage room

#10D-rewiring compressor and adding 3“ air intake

Michael feels he's straightened out the confusion and more accurate process/pricing can be obtained.

Option 10C had a price tag of \$17k and all felt that this was not the most cost effective solution.

Michael needs a cut sheet for the Bauer compressor wiring to determine if wiring on contract drawings will include additional wiring for electric hand dryers work for the equipment. He needs to know what power the machine would take if the compressor motor is changed.

No finalized pricing yet on step up transformer.

Michael felt that the simplest but not necessarily the most cost effective solution would be to dismantle the machine, get it into the room and pay for the buck boost transformer and pop the 3“ pipe out the wall.

Bob suggested getting a cut sheet from Bauer of the compressor that was designed at the same time as Company's current compressor, but with 3phase. Michael would prefer to get from Bauer whatever we are getting and what those power requirements would be and with all of this information the wiring could be incorrect because he does not know what SP&A intended relocating.

Charlie's opinion was to dismantle the compressor and get it into the room, get pricing on the step boost transformer in and add the 3“ pipe.

Bob would prefer to get the pricing on making a 4“ door for future ease of use.

Committee directed Michael to stop pursuit of Option C.

CO#11- this was elimination of painting duct work and red iron in apparatus bays and providing single sealer coat of paint to mechanical mezzanine. Should be a credit.

CO#12 – Plate for pump at fire protection system. In process.

Ryan stated that Kate inquired as to whether or not we were locked into paint colors, or could an additional color be added. Michael stated that we would have to look at the painting schemes to determine if per the contract we can change the bunk rooms. It's probably early enough that it wouldn't be a problem. Michael went on to say that all of the door frames need to be painted. We need to get Kate to incorporate metal doors into her color scheme. Michael will call her tomorrow on this.

Charlie has spoken with Tactical Communication regarding moving relay controller for siren. Tactical will move it but did not realize that they were responsible for it. Tactical will be discussing move with Enterprise and it may cost Project additional money and require a Change Order. However, Bob was able to find the wording in Tactical's proposal stating that they would be moving the siren controller.

Tactical is moving the siren but unclear if they are responsible for the wiring.

Tactical is taking care of a console for desktop radio per Charlie's conversation with them.

Question arose regarding cable TV for EOC. Michael will ask to have it added next to AV jack in Meeting Room. EMD has 39“ TV which will be wall mounted and will require cable connection.

Screen has been centered in the Meeting Room.

Original phone plan indicated 17 phones. Committee was able to reduce to 11. There will be no phones in the bunkrooms. No provision for a phone jack in the kitchen.. Would require a CO. Michael pointed out that there is a two gang data box at back of Meeting Room which would put a phone just outside of the kitchen. Consensus was that there was no need for a phone in the kitchen. Bob was not in agreement with this.

Phone list:

1 in each office (total of 3)
1 in study
2 in Radio/Day room
1 in server room
2 in bays – 1 at each end
2 in EOC

Tactical will be wiring for PA system and speakers are included in the drawings, but not part of Tactical's contract. Phone system and PA will not be integrated. Jim will ask Avaya if its possible to intergrate.

Carl Johnston asked if there is room on outside tower for analog TV antenna? Charlie stated it has been engineered for what is currently on it. A leaf antenna may be a solution.

NEW BUSINESS:

AV room has only AV jack in it. Michael will look into what the proposed lock set is.

Ashley Magnant sent a letter of resignation to Ryan Burdick. Resignation must be sent to Town Clerk. Carl Johnston offered to fill the vacancy. He will need to be officially sworn in by Selectmen

ADJOURN:

MOTION to adjourn made by Ryan Burdick, second by Charles Steinhart V
All in favor, motion passed.
Meeting adjourned at 7:32 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)

