

Designer Selection Committee
Thursday, March 5, 2020
6:15 p.m.

In Attendance:

Elaine Dombrosky
Jay Suzor
Chuck Comeau

Absent:

Tracy Self
Alex Sinclair

Guests:

Mike Josefek, ACG
Don Velozo, ACG
Greg Devlin, ACG
Mark Saccoccio, Saccoccio & Associates
Kyle Robinson, Saccoccio & Associates
Robert Spurr, Avon's Fire Chief
Stephen Hallissey, Avon's Fire Deputy Chief

The Avon Designer Selection Committee met at Town Hall on Thursday evening, March 5, 2020, at 6:15 p.m.

Elaine Dombrosky called the meeting to order and immediately turned it over to Greg Devlin to go through his Previous Meeting Minutes. He began with:

Item #4.1 - Budget. The revised estimate is \$3,592,525.

Item #6.0 - Budget. The furniture plan was provided. This item was closed.

Item #8.0 - Scope. The back building was discussed. Also, L.D.'s were discussed as well as:

- ✓ Penalties that might be involved
- ✓ Chuck brought up the wording of it
- ✓ Winter conditions could become an issue
- ✓ Temperatures involved
- ✓ Code approved methods for heat
- ✓ Phase II cannot begin until Phase I has been completed

Item #9.1 - Scope. Insulation of 3 walls in existing administration building was discussed. This item was closed.

Item #7.10 - Schedule. The hydrant flow test. Eastern Electronics will be performing the test (\$600) within the next 2 weeks.

Item #9.4 - Schedule. Mark said everyone will get the completed drawings on Monday for review.

Item #7.11 - Environmental. A study was provided. It noted flooring mastic, window caulking and popcorn ceiling tested positive for asbestos. Saccoccio and Associates will provide an abatement design plan. This item was closed.

The Designer's Progress Update was next. They went through the following:

- Progress Drawings and Technical Specification - Kyle said there were no major changes and everyone will see a set on Monday.
- Phasing - Mark and Kyle talked about Phasing and what is included in each phase.
- 4 Leaf Plan Review - Greg is working on the contract
- 120 North Main Street House - Don asked how do they know they can use it? A discussion ensued regarding an insurance policy; indemnification; do they need a lease? Other questions which need to be answered such as; Who uses it? The Fire Department? The Contractor?
- Security and Communication - just touched upon
- Budget - Mark gave an update and said they are on budget. He passed out the Project Summary. The new number is \$3,592,525. Mike had a question on Earthwork. Their number was \$33,963. He asked Mark if he could check on this number for them. Mark said for everyone to look at the numbers and get back to him with any questions.

Don brought up Video Monitors. He said they are not in anyone's plans. He said he assumes they are going under the General Contractor. Chuck said they should have the universal rack and installation done by the General Contractor as well.

Don continued with Proprietary Specifications. He asked if the Committee had any problems with Greg Enos doing this. "No" was the response.

The advertising invitation for bids was now brought up. It was mentioned that Tracy Self had done it before so she could do it again.

The next item to be brought up were the Project Invoices. There were two of them. One was for ACG in the amount of \$5,000 and the second one was for Saccoccio and Associates in the amount of \$33,250. Jay Suzor made the motion to approve these invoices for a total of \$38,250. Elaine seconded the motion. There was no discussion and the motion was carried unanimously.

Don spoke next on the cost of temporary quarters. He said they did their due diligence and it would cost \$100,000 - \$125,000.

Chuck brought up certain things that had happened when they did the Police Station - things that people did not catch. He said they need to pay attention to everything. Chuck also mentioned having temporary heat to the building. How do they do it now for future usage? He then talked about putting the infrastructure in ahead of time.

With no other items left on the agenda, the next Fire Station meeting was scheduled. It will be held on Thursday evening, March 26, 2020, at 6:00 p.m. The meeting adjourned at 7:10 p.m.