

Designer Selection Committee
Thursday, September 16, 2021
5:43 p.m.

TOWN OF AVON
2021 NOV -4 A 8:33
TOWN CLERK

In Attendance:

Tracy Self, Chair
Chuck Comeau
Alex Sinclair

Absent:

Jay Suzor
Elaine Dombrosky

Guests:

Don Velozo, ACG
Greg Devlin, ACG
Robert Spurr, Avon's Fire Chief
Mark Saccoccio, S&A
B.J. Puchalski, P&P Contractors
Mark Frey, MAK Electric
Bob and Nancy Ogilvie, Avon Residents

The Avon Designer Selection Committee had a video conference call on Thursday, September 16, 2021, at 5:43 p.m.

Tracy Self called the meeting to order. She then read an Emergency Order from Governor Charlie Baker regarding remote board meetings. When she finished going through the Order, she turned the meeting over to Don Velozo from ACG.

Don began by reviewing his Previous Meeting Minutes.

Item #26.0 - Budget. This was regarding the Station Alerting System, which was approved for \$22,310.00. This was for information only.

Item #20.0 – Budget. This item was put on hold.

Item #25.3 – Budget. This item had to do with the approval of the Dedication Plaque. It has already been installed.

Item #25.4 – Budget. This item had to do with the chain link fence along the south property line. Don recommended this work be done later. This item was closed.

Item #26.1 - Budget. This item had to do with the Docking Station being priced too high.

Item #26.2 – Budget. This item had to do with the Apparatus Fiberglass Insulation. This item was closed.

Item #26.3 – Budget. This item had to do with revising the Epoxy Flooring.

Item #26.4 – Payment. The Project Invoices were approved by the Committee totaling \$35,026.86.

Item #20.4 – Quality Control. This had to do with the electrical cables and MAK looking for a credit. There was no change.

Item #26.5 – Quality Control. This item had to do with the sewer lines. Chief Spurr said they had no more problems with the system.

Item #23.6 – Schedule. Paving is complete as well as the apparatus floor.

Don now continued with the Owner's Project Manager's Update. He said Substantial Completion was achieved on August 3rd. He went through their Concerns and Issues, noting the following:

- ✓ Ceiling occupancy/vacancy sensors in various areas are not working.
- ✓ Attic stairway light not dimming.
- ✓ Apparatus Bay lighting goes into emergency mode when shut off.
- ✓ Apparatus Bay floors showing tire marks. They will have someone come out and look at it. Chuck Comeau thought they could buy some mats to drive the trucks on.
- ✓ Emergency Supply Room has no conditioned air supply.
- ✓ No Uninterrupted Power Supply for HVAC controls.
- ✓ Washer Extractor Wiring Issue. Pending CO review from BER.
- ✓ Roof Leak – There were no smoking guns on this when they looked at it. Don asked Chief Spurr if it had leaked again – he replied, “No.” Mark said there was some cracking and they caulked it. Don said they would monitor it.
- ✓ Landscaping Issues. Chief Spurr said it looked terrible – it is not level, and it just does not work. B.J. will have the site contractor look at it. Mark said the front entrance does not look good. Don agreed and said it should be blended in.

The next item on Don's agenda was one Change Order. The Plumbing Contractor offered a credit of \$660.00. Don wanted to move it into the Proposed Change Order 8 column. Chuck made the motion to approve the credit for \$660.00. Alex seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, and Tracy all saying “Aye.” It was unanimous and the motion carried.

Don continued and wanted to get the Project Invoices approved. He began with P.C.O. #63, for \$1,898.41 to rewire the Extractor. Tracy entertained a motion to approve the \$1,898.41. Alex made the motion to approve the \$1,898.41 with Chuck seconding the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, and Tracy all saying “Aye.” It was unanimous and the motion carried.

Continuing with Project Invoices, Don would like to get the following approved by the Committee.

ACG	\$ 2,500.00
S&A	\$ 11,400.00
P&P #14	\$ 368,999.65
MAW Consulting	\$ 9,000.00
Total	\$ 391,899.65

Tracy entertained a motion to pay the Project Invoices for a total of \$391,899.65. Alex made the motion to approve the Invoices for \$391,899.65. Chuck seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, and Tracy all saying "Aye." It was unanimous and the motion carried.

Tracy said they now need to approve the Invoice for W.B. Mason for the furniture. The cost of this invoice was \$38,524.68. Chuck made the motion to approve the invoice for \$38,524.68. Alex seconded the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, and Tracy all saying "Aye." It was unanimous and the motion carried.

They now went on to New Business. Mark Frey from MAK Electric spoke about his Change Order. B.J. Puchalski spoke about releasing \$11,000 to MAK Electric. He said they have performed everything, and he would like to get this resolved. After some discussion on this, the Committee had no other questions. Tracy said they can now move forward with releasing this money. This requires no further action from the Committee.

Don now brought up PCO #22 – Unsuitable Soils. Don said B.J. is claiming \$1,550 for this. B.J. explained how he came to this amount. Don thought they should only pay half and he explained why. After a brief discussion Chuck recommended that they only pay \$775.00 and then they will look at the front. Alex seconded it. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex, and Tracy all saying "Aye." It was unanimous and the motion carried.

The next meeting was now scheduled. It will be held on Wednesday, October 27, 2021, at 5:30 p.m.

At this time Tracy opened the floor to public comments. Bob and Nancy Ogilvie were on the zoom meeting and Nancy had a question regarding the end of Butler Avenue. She thought it could look better. She also mentioned behind the Apparatus Building. What was being done behind there? Lastly, she mentioned fencing and Tracy said fencing would be done outside of the contract.

Chief Spurr brought up an invoice from Amazon for 4 TV's – Chuck said it must be put on a warrant.

With no other items to discuss, Tracy entertained a motion to adjourn. Chuck made the motion to adjourn with Alex seconding the motion. There was no discussion. Tracy asked for a rollcall vote with Chuck, Alex and Tracy all saying "Aye." It was unanimous and the meeting adjourned at 7:05 p.m.