

Designer Selection Committee
Wednesday, January 12, 2022
5:35 p.m.

TOWN OF AVON
2022 AUG 30 A 8:53
TOWN CLERK

In Attendance:

Tracy Self, Chair
Chuck Comeau
Alex Sinclair

Absent:

Jay Suzor
Elaine Dombrosky

Guests:

Don Velozo, ACG
Robert Spurr, Avon's Fire Chief
Mark Saccoccio, Saccoccio & Associates
B.J. Puchalski, P&P
Bob & Nancy Ogilvie, Avon Residents

The Avon Designer Selection Committee had a video conference call on Wednesday, January 12, 2022, at 5:35 p.m.

Tracy Self called the meeting to order. She then read the 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 #29.1 - Budget. Don said everything is paid except for P&P (\$10,000). He said he hasn't received a couple of bills that are expected to come in and that these two items will be paid at some point. Don mentioned there was \$270,273.39 of contingency left.

Item #28.3 – Payment. This item had to do with the approving of invoices, which were paid.

Item #27.5 – Quality Control. This item had to do with the intended operation of the emergency back-up feature of the lighting fixtures. The lights are now fixed. This item was closed.

Item #27.9 – Quality Control. This item had to do with the recent roof leak. There were no leaks observed during the Nor'easter and this item was closed.

Item #27.10 – Quality Control. This item had to do with landscaping issues. B.J. offered a \$2,000 credit for regrading and reseeding. Chief Spurr mentioned a tree had blown over. Don said the \$2,000 B.J. offered will not cover the landscaping and thus \$10,000 was held until the work was completed. Don said he had a conversation with B.J. on this matter. B.J. repaired the tree that was down. He had also sent a letter when he heard \$10,000 was going to be withheld. Don did a walk with him. Don said there were some areas that were not filled in outside, noting most areas were re-established. B.J. proposed offering a credit for repairs; he also noted that withholding the \$10,000 was not fair and he would like to work out a way to settle this. He thought the landscaper who is coming in to do other work might be able to do it. Again, he would like to work out some agreement. He offered \$500 for five fertilizations and \$1,500 for a day of spreading loam. At this

time, he mentioned other things he had done at no cost and went through the list. He said he would like to work this out fairly with both parties.

Mark Saccoccio recommended to the group a \$3,000 credit or B.J. should come back in the spring to do the work or give it to a local landscaper. He suggested to pay him \$7,000 now and do the rest later. Don agreed with Mark that \$3,000 is a fair amount and then he could close out the project.

Alex mentioned there were 4 or 5 trees that have turned brown. They could wait and take them down once the fence goes up. Mark thought they might be able to use them somewhere else.

Chuck spoke up now and asked Don if this has cost the town anything? Don responded, "No." At this point it was noted both ACG and Saccoccio's contracts are up, but they will be back in 10 months. Chuck said he agrees to this in general and this has been fair on both sides. Everyone has been cooperating. Chuck said he believes B.J. pays \$3,500 on this and then everybody goes their separate ways. The Committee will pay B.J. \$6,500 plus another \$216.48 (application 15 + 16). So, in total, B.J. will be paid \$6,716.48 – he will thus be paid in full. At this time Alex made the motion to pay B.J. \$6,716.48. Chuck seconded the motion. There was no discussion. Tracy then asked for a rollcall vote with Chuck, Alex and Tracy all saying "Aye." It was unanimous and the motion carried.

Item #28.4 – Quality Control. The nighttime illuminated attic issue has been resolved. This item was closed.

Item #28.5 – Quality Control. Comtronics' work – it is all installed, but there are still some technical problems.

Item #28.6 – Quality Control. Access control, security, remote door operation work is completed. This item was closed.

Item #29.3 – Quality Control. There are a few things that still need to be done (wall behind kitchen range; Chief's door is still sticking (done); extractor power disconnect replacement (completed); cracks in apparatus bay (will be looked at during 10-month warranty review); dip in pavement on East High Street, etc.).

Mark mentioned to the Committee the Close Out Binders have been dropped off. Don said if he got them electronically, he would print them and drop them off at the library. Mark said he had them on flash drive.

Don's next item on his agenda were Project Invoices. There was one invoice for ENE – it was for \$8,000 and Don explained this invoice to the Committee. After a brief discussion Tracy entertained a motion to pay ENE a total of \$8,000. Chuck made the motion to pay the \$8,000 pending the completion of the warrant. Alex seconded the motion. There was no discussion. Tracy then asked for a rollcall vote with Chuck, Alex and Tracy all saying "Aye." It was unanimous and the motion carried.

When there were no more items on Don's agenda, he told the Committee he would be available if anything comes up. ACG is always there for any help the Committee may need.

Tracy mentioned the landscaping, which will be done in the spring. Don thought they should get three landscapers in and get proposals from each of them. Alex said he would look at architects – get suggestions. Chuck made a few remarks on how well the building came out and said he had compliments on it.

Tracy asked if anyone had anything else to say. Bob Ogilvie, an Avon resident, asked about the fence that the town would be putting up. Tracy spoke on this.

The last item on the Tracy's agenda was to approve the Meeting Minutes from December 8, 2021. She asked if anyone had any comments or concerns on them. No one did, so she entertained a motion to approve the Meeting Minutes of December 8, 2021. Chuck Comeau made the motion to approve the Meeting Minutes with Alex Sinclair seconding the motion. There was no discussion. Tracy then asked for a rollcall vote with Chuck and Alex saying "Aye." Tracy was not at the last meeting, therefore she abstained. It was unanimous and the motion carried.

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 6:36 p.m.