

Avon Designer Selection Committee
Thursday, August 30, 2018
6:14 p.m.

TOWN OF AVON
2018 NOV 13 A 7:50

In Attendance:

Tracy Self, Chairman
Elaine Dombrosky
Chuck Comeau
Jay Suzor
Tim Flanigan

Guests:

Steve Watchorn, CBI
Don Velozo, Sr. Project Mgr., ACG
Jeff Bukunt, Avon Police Chief

The Avon Designer Selection Committee met at Town Hall on Thursday evening, August 30, 2018, at 6:14 p.m.

Tracy Self started the meeting and asked Steve Watchorn to go through all of the samples he had brought with him for the new Police Station. Steve said he asked the contractor to send samples; he did send some, but not all of them. Steve went through the following:

- Stone Veneer - 3 possibilities
- Vinyl Siding Colors
- Roof Shingles
- Pre-Cast Concrete Cap
- Flooring
- Wall Colors
- Locker Colors
- Tile Colors

Steve continued and talked about the exterior, mentioning the following:

- White trim
- Base along the back of the building
- Stone
- Wants to keep the roof dark
- Windows - white
- Trim - white
- Store front - white/clear
- Pre-cast cap at the front of the building
- Light fixtures and globes

Tracy mentioned at this time that they need to make a decision tonight on the exterior. So after some discussion they decided on Option #2 for the vinyl siding. As far as the stone was concerned,

everyone agreed on the sample shown. The shingles would be charcoal and the cap was going to be Option #1.

Steve now went on to the interior of the Police Station and talked about:

- Countertops
- Doors
- Door Frames
- Carpet Styles - Rubber based
- Paint Schemes for:
 - ✓ Corridors
 - ✓ Office
 - ✓ Dispatch
 - ✓ Lockers
 - ✓ Storage Room
 - ✓ Panels inside Sally Port
 - ✓ Painted Metal Door Frames

Next up for discussion were the colors. Everyone got involved and talked about the carpets, the accent wall in the conference room, the tile for the hallway, the Dispatch area, (which was to be a solid color), and finally, the locker colors. Steve said he did not need the paint colors today, but wanted the Committee to think about the colors for the bathroom, the door colors (white birch), the corridor flooring, the colors for the flooring for the offices and the Dispatch flooring.

Chuck Comeau thought they should have 4 different carpet colors. He said they should get a plan and mark up each area with whatever carpet. Everyone talked about what areas would be carpeted. They now talked about:

- VCT - corridors and all the other areas
- Carpet
- Tiles
- Countertops
- Sally Port Walls
- Dispatch Console Colors
- Dispatch Countertop
- Dispatch Base Cabinets

Jeff Bukunt said he would like to look at more carpet samples and then at this time the meeting was turned over to Don Velozo. Don passed out his agenda. The first item on it was the OPM Project Update. Here Don touched upon:

- Weather
- Site and Earth Work

- Concrete
- Masonry
- Structural Steel
- Carpentry
- Roofing
- Openings
- Flooring
- Painting
- Fire Protection
- Plumbing
- Electrical
- Schedule
- Issues
- Change Orders
- Proposed Change Orders by the Contractor

The next item on his agenda was the Budget Report and Don went through some of the line items such as Reimbursable Services and Contingency Fees. He continued with the Designer's Project Update. They had already talked about the color selection and contract modifications.

At this time Steve discussed shades. He said there is no line item for them. He talked about permit review and then said they needed a drawing for the sprinklers.

Don now spoke about Procurement FF&E and handed out some sheets regarding the Dispatch area. On this handout were monetary numbers for the following:

Radios/Antenna Equipment	\$36,608.16
Dispatch Console Equipment	\$84,065.44
24/7 High Intense Use Dispatch Equip.	<u>\$51,451.00</u>
	\$172,124.60

After some discussion, Chuck made the motion to move forward with procurement for the dispatch area, with Jay Suzor seconding that motion. There was no discussion. It was unanimous, and the motion was carried.

The next item on Don's agenda was Project Invoices and he gave some to Tracy for her approval and payment. Tracy mentioned that she had been approached by the Town to see if the Committee would like the old Jordan's Furniture sign as they have a new one. Jordan's was donating it to the Town and if this Committee would like it, then they could have it. The Committee discussed it and decided to let the Town have it for something else. It was noted that they still needed signage.

Continuing, Don went through his Previous Meeting Minutes.

Item #7.2 - Permitting. Kevin Mooney prepared the Order of Conditions in advance of the public hearing. A letter of commitment was required from the BOS to complete the road project prior to the meeting. This item was closed.

Item #9.1 - Permitting. This was closed.

Item #10.1 - Bidding. This item was closed.

Item #11.1 - Civil. Town needs excess loam. ACG to inform Page Building. We did not take the loam.

Item # 9.4 - Construction Documents. Rick Almeida to provide 3-D interior views for several areas such as; Dispatch, prisoner holding cells, the Sally Port, and the conference room. Chuck Comeau requested that CBI provide the drawings and that they be displayed in the Owner's trailer for reference. This item was left open.

Items #8.4, #8.5, #8.6 & #8.7 - FF&E Procurement. Don will provide additional assistance with the following as Jim Purcell will be leaving soon.

- Spacesaver Lockers
- Radio Equipment
- Access Control and Surveillance Video Equipment
- Gas Service from Columbia Gas (National Grid and Columbia Gas will need a check and contract)

Steve mentioned one more thing. He said that National Grid wants them to move the transformer.

Finally, the next Meeting was scheduled for September 27, 2018, at 6:00 p.m.

There was only one other item on Tracy's agenda and that was to approve the Meeting Minutes from June 21st, 2018. Jay Suzor made the motion to accept the Minutes as read. Tim Flanigan seconded the motion. There was no discussion and the Minutes were approved unanimously.

With no further business to discuss, Tracy asked for a motion to adjourn the meeting. Jay made the motion to adjourn with Elaine Dombrosky seconding that motion. There was no discussion. The meeting adjourned at 8:35 p.m.