

East Side Fire Station Building Committee Regular Meeting

Fire Headquarters

72 New Haven Avenue, Milford, CT

Tuesday, August 7, 2012

Call to Order: Chairman Healy called the meeting to order at 1906 hours. A quorum was present.

1. **Roll Call**

Committee members John Healy, Carmen Corvino, William Brennan, Bill Bevan, Alderman Phil Vetro, Judith Toohey, and Jack Jansen. Also present were Chief Louis LaVecchia, Retired Battalion Chief William Healey and Battalion Chief Dan DelVecchio; from DeCarlo & Doll, Inc., Emanuel Machado.

2. **Consideration of Minutes**

Regular Meeting - July 24, 2012

Committee Members Toohey and Vetro made and seconded a motion to accept the minutes of the July 24, 2012, regular meeting as presented. Motion carried unanimously.

3. **Report of Chairman**

Chairman Healy reported he had been at the site earlier in the day and said things are moving along. The apparatus bay ceiling has been painted. The interior door hardware is being worked on, the bathroom fixtures are all in place, and the plumbers have been working well. The second water meter will be installed on the 8th. There is still no electricity in the building, but UI is aware of the building status and is working on providing electricity. He stated the project is at 92 percent completion. Ret. Battalion Chief Healey informed the Committee that updated photos from Dispatcher Tibor would be emailed to them in the next few days.

The Chairman said he doesn't have a concrete completion date yet and can only speculate. He said he would love to see substantial completion by Labor Day.

The metal stairs leading to the mezzanine are in production, and the epoxy floor still needs to be laid. Prep work for paving has been completed and the next step should happen soon. The paving work has to be done to DOT standards, and a DOT representative was on-site earlier in the day with instructions to the workers. The paving is planned for the 10th.

Ret. Battalion Chief Healey informed the Committee the gear lockers are currently on-site and will be installed once the epoxy floor is completed. He reiterated that the electricians and the plumbers are all working well. The carpenters are putting the sills on

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the windows and the interior trim would be next, along with the mirrors in the weight room. He added that all HVAC permits are up-to-date.

Committee Member Vetro inquired about the storefront. Chairman Healy said the storefront is almost complete, but the transom window is the wrong size and will be corrected. He also said one of the doors has a dent that will be corrected. The Chairman said the kitchen cabinets would be finished soon as well. There had been an issue with the installation of one of the cabinets, but it was quickly corrected. Committee Member Vetro asked what gauge steel the cabinets are; the Chairman said they are to spec.

Chairman Healy said there would be a job-site meeting on the 9th to be held at Fire Headquarters at 2 pm.

4. Architect Report

Mr. Machado presented a Payment Application to the Committee. He informed them that \$144,279.59 had been requested. He stated he analyzed the Payment Application with the 92 percent completion in mind. He said that just before the meeting, he spoke with Salce Contracting about the extra traffic signal work that had been done and an invoice that would be forthcoming from KTM for same. He noted that the traffic signal is at about 58 percent completion. Including the new invoice for KTM, if it meets his approval, Mr. Machado recommended the Committee approve the payment application up to and not exceeding \$146,984.

Mr. Machado reminded the Committee that \$50,500 was budgeted for the allowances, and to-date the Committee has paid out about \$23,000 on those allowances.

Committee Member Brennan stated that the pole being charged in the new payment application was part of the original contract and should not be considered as “additional” traffic signal work. Mr. Machado agreed that the traffic signal project has only been completed in the basic stages so far and so the Committee should not yet be charged for the extra work.

The major elements still to be completed are the mezzanine stairs, the epoxy floor, and the Exercise Room floor. Committee Member Brennan inquired about the entrance mats; Mr. Machado confirmed they are at Salce Contracting’s warehouse and would be installed once the furniture had been moved into the building.

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Committee Member Vetro inquired what had been wrong with the mezzanine stair design to have to redesign them. Mr. Machado explained that code requires a stairway to maintain 6'8" headroom clearance at all stair areas. During the shop drawings review, it was discovered that a roof truss overlapped a stair landing by 1 ½". Mr. Raucci and Mr. Machado had many discussions on this issue. Committee Member Bevan asked if any leeway could be given since the mezzanine is only a mechanical-access area. Mr. Machado said Mr. Raucci's job is to make sure all projects are built to code, and the architect's job is to design to code. Chairman Healy said in the end the new stair design looks better with no concrete treads; the metal stairs will be painted red to match the interior trim. Mr. Machado said the new design is simpler than the old design because they suspected Salce would submit a Change Order.

The Chairman said there are change orders pending, but the Committee would discuss them at a future meeting. Committee Member Vetro asked if punch list items are being taken care of as they come up. Mr. Machado said yes; if Salce Contracting has the ability to deal with a punch list item, they do; if a subcontractor needs to be called in, Salce Contracting arranges to have the subcontractor called. Ret. Battalion Chief Healey said many punch list items are being checked off each week.

Chairman Healy added that the shed pad has been installed and the curb in front of the shed had been removed to facilitate a ramp.

Committee Members Jansen and Corvino made and seconded a motion to approve the payment application to Salce Contracting, pending review by Mr. Machado, in an amount not to exceed \$146,984, as recommended by DeCarlo & Doll, Inc. Motion carried unanimously.

5. Financial Report

Ret. Battalion Chief Healey reported that invoices for Utility Communications (75 percent complete), the phone vendor (50 percent complete), Mr. Sign (dedication plaque, which will be completed next week), and the water meter had been turned over to DeCarlo & Doll, Inc., for payment through the allowances.

Ret. Battalion Chief Healey said Milford Monument moved the Station 6 monument to the new station at no charge. He said Retired Firefighter Winters has volunteered to clean the stone at no charge. He added that the furniture vendor is asking for a 50 percent

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deposit on the furniture that is being stored in their warehouse, but that had been previously approved by the Committee.

Chairman Healy asked Ret. Battalion Chief Healey to bring the dedication plaque to the next Committee Meeting so the Committee may decide where in the building it should be mounted.

Committee Members Toohey and Corvino made and seconded a motion to pay the invoice in the amount of \$50 to Recording Secretary Colleen Birney from account 0040-4320-5527-4168-0000 (secretary). Motion carried unanimously.

6. Committee Reports: Dedication Ceremony

Committee Member Toohey asked if Dispatcher Tibor would be willing to have his pictures put to music for the dedication ceremony. Ret. Battalion Chief Healey said he would speak to him and get all the pictures on disk.

Committee Member Toohey said she would like to meet with Chief LaVecchia to go over thoughts he might have for the dedication ceremony. Committee Member Jansen inquired when the ceremony would take place; Committee Member Toohey said it was highly dependent on when the building is complete. She said it would hopefully be a day when children and Milford citizens would be able to attend and make it an open-house-type ceremony for the City.

7. New Business

Ret. Battalion Chief Healey stated that Salce Contracting should have been photographing the progress on the site during the project, which is what Dispatcher Tibor has been doing. He said the Committee may have to compensate Dispatcher Tibor for his materials used.

Committee Member Bevan inquired if it is the Committee's or the City Attorney's responsibility to chase down the fines owed for the project not being done on time. The Chairman stated a legal matter should not be discussed in open session, but executive session could be added to the agenda for the next meeting.

Chairman Healy stated he had received a call from the City Purchasing Department saying they had been contacted by a carpenter who has been working on the project and felt that he was owed money by Salce Contracting. When the Chairman asked Salce Contracting the status of the carpenter, they replied, "we pay our bills".

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The Committee decided to meet next on September 5th at 7:00 at the new station, provided the new station has electricity. The Chairman said a special meeting might be required prior to that date to discuss Chief LaVecchia's proposal regarding classroom equipment.

Committee Member Vetro inquired who has accountability for Ret. Battalion Chief Healey's hours he has been putting into the project. Chief LaVecchia stated all of his hours have been documented. The Chairman stated he gets a weekly report with Ret. Battalion Chief Healey's hours and the Department has full accountability for those hours.

8. **Adjournment**

Committee Members Toohey and Vetro made and seconded a motion to adjourn at 2002 hours. Motion carried unanimously.

Recorded by C. Birney