

**MUNICIPAL COMPLEX IMPROVEMENTS BUILDING COMMITTEE  
REGULAR MEETING  
MINUTES**

Date: Tuesday May 3, 2016

Time: 5:30 P.M.

Place: 1000 Hartford Turnpike

Present: Bruce Kruszewski; Ken Kirkman; Cheryl Larder; Glenn Patterson;  
Ray Valentini

Absent: Ted Olynciw; Robert Brule

Staff: Neftali Soto, Chief Engineer; Kristin Zawacki, Director of Public Works

Also Present: Mark Hopper, Fletcher-Thompson

The meeting was called to order by Chairman Kruszewski at 5:35 PM

Public Comment: None

Approval of the minutes of March 8, 2016

**Motion** made by Ken Kirkman seconded by Cheryl Larder

**Vote** – Unanimous

**Motion Carried**

**Old Business**

Review of Progress with Fletcher-Thompson

Mr. Hopper explained that once the proposal was sent for the rest of the work, he has been waiting to get the go ahead from the committee. Mr. Kruszewski explained that the final approval was given on May 1, 2016 by the RTM. This money was not approved as an emergency funding request, so there will be a 15 day waiting period.

Mr. Patterson handed out a proposed time line to go over to meet certain dates with clarity and be confident if we and the contractors can meet these requirements. Mr. Hopper felt that DTC and Anchor would be able to meet the dates with the plans. Mr. Hopper stated he will begin the sub-contractors working on the extra work right away.

The proposed time line has hopes to get the project before the Conservation Commission as well as the Planning and Zoning Commissions. The hope is to have the proposed

plans and presentation for those commissions sent to the committee prior to the June 7, 2016 meeting.

The updates needed from Anchor shouldn't have any problems meeting that deadline. These updates will be sent as a PDF to the recording secretary so they can be distributed to the committee. Mr. Hopper will confirm with DTC to confirm they will be able to meet the deadline. That should give the committee time to review those changes as those are the most significant to the original plans. The architectural changes and updates are minimum in comparison however Mr. Hopper would like the committee to confirm how the front of the building design should look like. The committee has gone back and forth with the screen wall in the front of the building.

**Motion** was made by Cheryl Larder and Seconded by Glenn Patterson to have the front screen wall in the plans to be bid as an alternate. This gives the committee the ability to keep it or remove it depending on the price it comes in at.

**Vote** – Unanimous

**Motion Carried**

According to the proposed timeline, Fletcher Thompson will develop a construction schedule to prepare for the presentations. The schedules are very important to stay on target with. Mr. Patterson urged Mr. Hopper to stay on the time line so we can keep the project moving forward.

Ms. Larder asked Mr. Hopper about when the committee would get the final numbers. Mr. Hopper indicated that the final numbers would not be ready until the project goes before the two commissions. They may put requirements on the project which will ultimately cost more, so final numbers would not be realized until after those meetings. They could require that we come back more than one meeting to the commissions, so until the group goes before that board, it will be an unknown factor.

Ms. Larder continued the discussion about the option of doing the remediation as a separate project. This could get the project moving forward prior to the full funding being available. The committee suggested that a letter be written to the First Selectman to request this option and see what he and the town attorney think about it. Mr. Kruszewski will prepare a letter and send it to them for their input on this idea. It would help us to know how they stand and assure all town leaders that we have tried all avenues to keep the cost of the project down.

## **New Business**

Approval of Invoice # 26307 - \$5,545.00

**Motion** to approve the bill was made by Ken Kirkman and seconded by Ray Valentini to approve the invoice.

Discussion about the invoice took place as to how they get to the number on the invoice. Mr. Hopper explained that the hours that are tracked are then invoiced either through the subcontractors to Fletcher Thompson or through Fletcher Thompson directly. Each invoice shows who has done the work.

**Vote – Unanimous**  
**Motion Carried**

Being no further business

## **Adjournment**

**Motion** made by Ken Kirkman, seconded by Glenn Patterson  
**To adjourn the meeting**

**Vote – Unanimous**  
**Motion Carried**

Meeting adjourned at 6:30 P.M.

Respectfully Submitted,

Sandy Kenniston  
Recording Secretary