

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

Date: Tuesday July 5, 2016

Time: 5:30 P.M.

Place: 1000 Hartford Turnpike

Present: Bruce Kruszewski; Ken Kirkman; Robert Brule; Cheryl Larder;
Ray Valentini

Absent: Glenn Patterson

Staff: Neftali Soto, Director of Waterford Utility Commission

Also Present: Scott Atkin, Anchor Engineering

The meeting was called to order by Chairman Kruszewski at 5:31 PM

Public Comment: None

Approval of the minutes of June 7, 2016

Motion made by Rob Brule, seconded by Ken Kirkman
To approve the minutes as prepared.

Vote - unanimous
Motion Carried

Old Business

None

New Business

Anchor Engineering – Review site plans and application submissions
Mr. Atkin reviewed the plans and applications with the committee. He acknowledged he has a meeting this Thursday – July 7, 2016 with Maureen FitzGerald, the Environmental Planner for the Town of Waterford. He believes she will have some concerns with the drainage on this site. The construction is taking most of the grassy areas away which causes some concerns for the run off.

Scott stated that before his meeting with Ms. Fitzgerald he will adjust the site plan to show the new salt shed barn on the site as provided to him from Kristin Zawacki, the Director of Public Works. There will also be adjustments made to the temporary office space area, but he needs to confirm with Mark Hopper size and location..

Cheryl asked about the plantings that are set to go on the site. She wanted to know why certain plants / shrubs were picked as they were not easy to maintain, nor are they already on the site. Scott will look into it and adjust the plantings listed to be a less maintenance type of plant.

There was a concern about the pavement markings on the plans in the rear of the building were not consistent, and Mr. Atkin stated he would adjust them to be uniform on the plans.

Mr. Brule asked if we had options to offer to Ms. Fitzgerald or would she be able to offer some viable options. Scott explained that the MS4 regulations that the town has to adhere to are getting stricter. The options on this site are very limited; however, there are some options. Using a more pervious concrete in some areas could alleviate the run off issues, however, we will need to keep in mind that will cost more. The Public Works Department may need to move the mulch and sand piles offered to its residents, as another example, to gain some more drainage capacity.

Scott reported the Conservation Commission is meeting on July 14, 2016 and the Planning & Zoning Commission will meet July 25, 2016. He will be on the agenda's for both of those meetings. Cheryl asked why the previous deadlines were not met, and Scott offered there were multiple issues with the computer files in his office. He does feel now there are no more corrupt files. Once the files were corrected in his office, he found out the commission had cancelled the meeting. Mrs. Atkin feels there should be no reason to not make these meetings.

Ms. Larder asked about the disclaimer on the front of the plans. Mr. Atkin believes that was added when the original packet was put together, but will have the Fletcher Thompson box removed from the front page.

Ms. Larder offered some options for changing the way the last page of the Planning & Zoning application reads. Scott will make the changes.

The biggest concern on this site is the parking of the employees while construction is going on. The small buses that are kept at the other end of the parking lot will need to be removed, and by doing that, we can eliminate those employees from having to park here on site. Mr. Kruszewski will write a letter to the Superintendent of Schools to request a meeting to walk the site.

The weekly inspections were discussed as listed in the plans. They will need to be included in the project as a weekly task.

The committee was reminded to begin thinking about the Construction Manager vs. the General Contractor. A decision about that will need to take place sooner rather than later. Chairman Kruszewski will reach out to the town attorney to get his opinion on what the town may prefer legally.

Motion made by Robert Brule, seconded by Ken Kirkman
To send a letter requesting cooperation with the Board of Education in finding a new location to house the bus company for the duration of the construction of the new building.

Vote – Unanimous
Motion Carried

Approval of Invoice # 26482 - \$34,000.00

Motion made by Cheryl Larder, seconded by Ken Kirkman
To approve the Fletcher-Thompson invoice

Discussion – Cheryl expressed her concerns with the invoice. The committee had previously asked for a more detailed invoice, or to include back up, which still is not happening. Mr. Atkin stated he would provide the back up for his portion of the bill to the committee.

Vote – Unanimous
Motion Carried

Being no further business

Adjournment

Motion made by Ray Valentini, seconded by Ken Kirkman
To adjourn the meeting

Vote – Unanimous
Motion Carried

Meeting adjourned at 6:35 P.M.

Respectfully Submitted,

Sandy Kenniston
Recording Secretary