

Highway Building Committee Meeting Minutes-Approved

June 10, 2016. Meeting started at 8:30am.

Attendance: Chf. Dan Rossi, Chf. Manny Estrella, Joe Sullivan, John Folino, Richie Olsen, Doug Ruskin, Kent Healy, Jim Dunn.

Chf. Rossi: Just so everyone is aware last meeting did not count. There was not a quorum present. Please read the notes made from our last meeting and check to see if there is anything we need to speak about.

(Chf. Rossi gave a few minutes discussion for review)

Chf. Rossi: would you all like to approve these discussion notes?

Chf. Estrella motioned to approve the minutes, discussion notes, Richie Olsen seconded. All in favor to approve.

Chf. Rossi: we also need to approve the bills so far.

Daedalus bill of \$1000. Motion made, Chf. Estrella. Seconded, Richie Olsen.

Eversource bill of \$13,301. Motion made, Chf. Estrella. Seconded, Richie Olsen.

J. Sullivan: Biggest thing hinging the number 2 of the building permit, the application has been submitted but we are awaiting Heritage portion of that. My understanding is that it was 26th of May submitted, looking at the end of June.

Chf. Rossi: my understanding is that it can take up to 30 days to get it back from Heritage, after 30 days they push it out quickly.

Chf. Rossi asked for the time frame when the application was sent to Heritage, John Folino advised it was near the 2nd week of May.

Chf. Rossi advised he has also talked to the town administrator, if we have not received a decision within the time frame he has asked her to call about it.

J Sullivan advised that he will call them directly to try to push it through and keep on the time frame.

J. Sullivan: Town counsel has reviewed the project and have very little, if any changes.

Chf. Rossi: I believe the selectman have since reviewed it and signed off on it. Will check on that.

J. Sullivan reiterated: permit status- the permit has been applied for, contract signed by selectman but the project will not be signed off until the heritage portion is done. Will try to expedite that portion of it.

J Folino: We can't do anything (make a schedule) without the decision from Heritage. Already ordered the building, but I know Joe (Sullivan) was asking for the schedule, but I don't want to make a schedule until I know when the start date is, so I can tell my foundation contractor.

J Sullivan: set schedule, Based on what I'm hearing start the schedule, or the mobilization for the 3rd week in June. Because I think it will be at least a week of mobilization before we even hear back from heritage. That will give you some time, then he can base the schedule off of that.

Richie Olsen: going to need a few days once we get the word back. J Sullivan affirmed that.

Chf Rossi: doesn't know who is at fault whether Joe dropped the ball or we did, but maybe if we knew back in february that we needed this (Heritage), it would have been better, but he could tell us that we should have known that we needed this in the first place. So maybe we are at fault with this (schedule

being pushed back). Chf. Estrella agreed that Joe should have let us know. Ruskin agreed as well. K Healy reiterated that this is also a new process and that its new for all of us and its gonna take a while to get used to.

J Sullivan to J Folino: has a contact list been made of all the subs etc? Folino advised he has put that together. J Sullivan advised he himself will also put a list together, Fire and Police will do same, and create one master list to be submitted to the committee. For the record.

J Sullivan: Discussion points that we have asked for, going to quickly go through the line since they have already been discussed,

- Police/Fire requirements, communications, list of contacts for everyone involved in the project.
- Schedule of events, based around the 3rd week of June to begin the mobilization portion of it.
- Eversource has been approved, engineering and that portion of it will be a green light, and we can engage with the guy doing the underground. Prior to all of that, I want to make sure that the excavation for the foundation is somewhat situated so that we know where its going, where its being placed, and we will probably need the surveyor to come out and put some stakes out to figure out the exact location.
- Payment application- for permit of power has been done. Status of bond certificate and insurance has been submitted to Jen and it is my understanding it has been signed off.
- Sight trailer mobilization we have said will be around the 3rd week of June. Construction fence, looking at a couple weeks? J Folino responded: as soon as we start we will put the fence across, I see that the trailers have been moved, thank you very much. Chf. Estrella exchanged welcomes and stated there is plenty of space for you now to do what you need to.
- I did receive and updated schedule of values. Requisition that he will be req-ing against, leaving this for record purposes. J Folino responded that he has broken them down into finer details. Will give this to Dan, I have a copy electronically. He has also sent a copy of the actual building and the plans that matches it in full set. (Gave these to Richie to go over). Have a electronic copy for anyone that wants one.

Any Questions??

R Olsen: no questions just want to stress one more time about the septic system, we have to be very careful.

J Sullivan: why don't we stake it off, when we mobilize with the fence we will mark the corners and stake it off with a 10ft buffer.

R Olsen, going to be tight against the building, tank is 10ft off building.

J Sullivan to J. Folino: Payment application submission, with contract signed expectation is July 1 to give me your first req (Mobilization, Bond and Insurance). Every 3rd week of the month preferred.

J Sullivan: Temporary Utilities, Power, Water, Sewer. We talked about this already. Allowed to draw the water off the building. Directed at J. Folino: temporary power portion, have you spoken to your electrician do you know what you're going to need from that for power? Folino responded, only need to be able to run extension cords from the PD.

J Sullivan: will that be enough power?

J Folino: as long as we have a clean breaker so we don't interrupt their service.

Chf. Estrella: should be fine.

J Sullivan: to be clear, lines of communication is very important, come to me for any questions, or things you would like done, so I know how its going and how were spending the money.

Chf. Rossi: Advised that he learned to not go to the General Contractor, as it has created massive amounts of money in change bills in the past. we do not want expensive change work orders. Just use chain of command that was discussed.

J Folino: the only thing I have is for Richie. It occurred to me that the work benches are on the east side of the building. Would it make more sense to flip flop it and put it on the west side? Reason being the sun. so the sun is not in your eyes and warmer in the winter time. Just and idea. It will require me to make some changes, like flip flopping the stair to the other side etc. Richie Olsen, (unsure) so J Sullivan advised him to look over the plans and the ideas for moving the benches and think about it and get back to him about it via email. Richie Agreed. And J Sullivan will let J Folino know. (J Folino advised that this is also a no cost change, before we start construction.

J Sullivan: First bill for Bonds and Certificate will be at the end of this month.

Chf. Rossi: did everyone get the email I sent out that Kathy emailed me, we got a really good bond rating. We couldn't have chosen a better time

J Sullivan opened floor for new business?

No response except for Chf. Estrella: when are they going to get power sorted out?

J Sullivan: Application has been approved for work payment has not been sent yet, but then engineering is involved and you (Chf. Estrella) and myself will meet them and go over the whole sequence when ready.

K Healy: Did BOH approve septic system? Chf. Rossi: Yes, Chf. Estella: we need that in writing. D Ruskin and K Healy agreed.

No other discussion.

Chf. Rossi: Meeting to adjourn? Chf. Estrella motion, D Ruskin Seconded. Adjourned at 9:50am.