

The Fire Station Building Committee
A Sub-Committee of the Board of Selectmen

Draft Minutes of Meeting of September 13, 2005

A meeting of the **Fire Station Building Committee** was held on Tuesday, September 13, 2005, in the central meeting room at Town Hall, Meetinghouse Lane, Woodbridge, Connecticut.

Members Present: Chairman Joe Calistro, Vice Chairman Dwight Rowland, Paul Antinozzi, Louisa Cunningham, Steve Francis, Beth Heller, David King, Jim Urbano

Members Absent: Chief Andrew Esposito, Peter Hershman

Also Present: Jim Sabshin & Sandy Stein, BOS

Call to Order: Chairman Calistro called the meeting to order at 5:36 p.m.

Minutes: Motion was made by Ms. Heller, seconded by Mr. Rowland to accept the minutes of the August 30, 2005 meeting. Discussion followed. Motion was made by Mr. Urbano, seconded by Mr. Francis to amend the minutes of the August 30, 2005 meeting to reflect more accurately Mr. Urbano's statement regarding the buffer area and stone wall. The minutes will now read "...as it applies to the Conservation Commission's recommendation to maintain a 100' buffer between the stone wall and any proposed construction." Motion carried in a 6 to 1 vote.

The spelling of Ms. Marrella's name was also corrected. Motion made by Ms. Heller, seconded by Mr. Rowland to accept the minutes of the August 30, 2005 meeting was adjusted to say "as amended". Motion carried unanimously (file).

Discussion on CM services versus GC approach:

A lengthy discussion took place regarding hiring a construction manager (CM) or a general contractor (GC) for this project. Topics considered included:

- **Responsibility:**

Mr. Urbano said the architect's contract should state their responsibility for the oversight of the job. Mr. Rowland said the contract says it can be administered through a CM. Mr. Antinozzi explained the standard AIA contract and how an architect might administer the responsibility of ensuring work is following the construction documents. He urged the best value is a GC, but agreed a worry-free way for the committee to cushion itself is to hire a CM. Committee members are to receive copies of the architect's contract to familiarize themselves with what can be expected. Mr. Rowland will facilitate this.

- **Continuity and oversight:**

Mr. Calistro regretfully advised without a town engineering department and with the building committee also busy with other things a CM was required. Mr. Urbano stated no special staff was needed on the town's part and reiterated the architect's responsibility to assure the specs are being abided by. Mr. Urbano further noted a qualified, bonded GC will not want his bond pulled. Mr. Francis stated the committee wants to provide continuity when it goes to the public – on cost, on oversight, and if there is a change in committee membership. He asked if one of these professionals would provide such continuity. Mr. Rowland answered a CM adding a CM will estimate the price based on the construction documents and specs. Mr. Urbano answered a GC adding a GC will guarantee the price at the same time. Ms. Heller expressed concern over losing oversight of the project without a CM, adding she likes the insurance of having someone other than herself watching over the architect.

- **Cost:**

Mr. Rowland said a CM's fee is approximately \$20,000-30,000 through construction documents and then a percentage of the total costs, approximately 5.3%. He added the committee would easily spend that with a cost estimator and not have continuity or accountability. Mr. Antinozzi advised one can't say which one is

less expensive, a CM or a GC. He further explained how each professional works. Mr. Calistro stated there is no money allocated for a CM or to pay Silver/Petrucci's upfront costs requiring the committee to go to the BOS. He suggested getting CM bids to get a handle on the actual cost of hiring one. Mr. Antinozzi suggested bumping up the available money to cover Silver/Petrucci's costs through bidding, add for a cost estimator, and try to go out to bid before the referendum. Discussion followed. Ms. Cunningham stated she would like to see the money used for a cost estimator at the appropriate times. Mr. Urbano added it is cheaper than using a CM. Mr. Sabshin asked how the Gulf Coast disaster might play a part in getting bids. Discussion took place.

- **Size and unique characteristics of this job:**

Ms. Cunningham reported on interviews she held with professionals in the field. They all agreed for a job of this scope and straightforwardness a GC was appropriate. However, they added if scheduling is of vital importance a CM is more appropriate.

The merits and logistics of going to bid prior to referendum were also discussed at length. In addition, committee members cautioned against making mistakes made on past town projects, some utilizing CMs and others GCs. Mr. Francis asked to see the three design proposals first to give the committee a sense of the cost before making this decision. Discussion followed and it was agreed to wait. Consideration of the issue will continue at the next meeting.

Mr. Calistro relayed concerns about the site including a vernal pool and the quality of the soil. Discussion followed. Ms. Cunningham shared problematic site issues with her interviewees and all agreed the architect's engineer should be able to answer to them. Site planning is not in the area of the CM. Mr. Calistro also raised a concern about the protection of the 100' buffer potentially causing a change in the building footprint requiring a lengthy return to inlands/wetlands for approval. Mr. Urbano and Ms. Heller explained it should not take nearly as long this time.

Other Business:

Mr. Stein walked through the fire house and was shown the equipment, building, and all apparatus. The logistics of Ms. Cunningham and others touring were discussed. Ms. Cunningham also suggested the committee might exercise foresight to prepare the old fire house for use in disaster relief.

Mr. Urbano will contact Mr. Stein to ensure Silver/Petrucci has received the site plans completed by the previous site engineer.

Invoices:

Clerk's Invoice: Payment of the clerk's invoice in the amount of \$150 for the summary minutes of the 8/30/05 meeting was approved unanimously.

There being no further business, motion was made by Ms. Heller, seconded by Mr. Rowland, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Aimee Cotton Bogush
Clerk

Upcoming Meeting: Tuesday, Sept. 27th at 5:30pm (Location TBA)

Attachments on file:

1. minutes of the August 30, 2005 meeting as amended