

Firehouse Renovation Building Committee, Town of East Haddam

Town of East Haddam  
Firehouse Renovation Building Committee  
September 7, 2016  
Adopted September 21, 2016

**1. CALL TO ORDER**

The Regular Meeting of the East Haddam Firehouse Renovation Building Committee was held on Wednesday, September 7, 2016 at 7:02 p.m. at the Company 2 Firehouse.

**2. Attendance**

Meeting Attendance: Raymond Swol, Bruce Dutch, Ed Smith, Jennifer Spencer, Shawn Daigle, Kevin Cavallo (arrived 7:04 p.m.), George Fellner, Ron Turner-Facilities Director and Ruth Ziobron-Recording Secretary.

Absent Members: Brian Auld, Michael Davis and Dean Anderson.

Mr. Swol was seated for Mr. Auld and Ms. Spencer was seated for Mr. Davis.

**3. Approval of Meeting Minutes**

**A. August 3, 2016**

**Motion by Mr. Smith to approve the August 3, 2016 meeting minutes as presented. Second by Ms. Spencer.**

**Favor: Swol, Smith, Daigle**

**Oppose: None**

**Abstain: Dutch, Spencer.**

**Motion Passed.**

**4. New Business**

**A. Review any further information regarding the bid specifications for a project manager for the Moodus Firehouse #2. Any updated information following the recent Planning and Zoning Meeting from George Fellner, regarding these documents. Any further discussion prior to the Town of East Haddam sending this project out to bid.**

Mr. Fellner reviewed the draft Legal Notice Invitation to Bid for the East Haddam Company #2 Firehouse Addition and Renovation Design/Build Contract. It is filed at the Selectman's Office. Mr. Fellner has worked with Linda Zemieneski from the First Selectman's Office and Ron Turner-Facilities Director on the bid documentations.

Mr. Fellner warned against starting construction in the winter to which the committee agreed. The committee requested the bid documents to have early receipt dates for bids. This would provide a budget for Company #2 and help establish a budget for renovations to Company #1.

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Ms. Zemieniski has consulted with CIRMA-Connecticut Intra Risk Management Agency to confirm the insurance figures in the contract. The town attorney may need to edit them.

**Motion by Mr. Swol to approve the earliest possible dates on the bid documents in coordination with Mr. Fellner, Ms. Zemieniski and Mr. Turner. Second by Mr. Smith and unanimously passed.**

Mr. Turner warned of possible issues with the bids for a 2 bay garage when the committee's charge was to build a 1 bay garage at Company #2 and that a legal opinion may be necessary.

**B. Review any further information regarding the proposed ventilation systems in both Firehouses.**

There was nothing new.

**C. Review any updates from town officials (Including but not limited to Planning and Zoning, Land Use, Building Inspector, Facilities Director, Public Works Director and Town Attorney).**

There was nothing new.

**D. Bills and Invoices-added to the agenda**

**Motion by Mr. Cavallo to approve invoices in the amount of \$6618.68. Second by Mr. Daigle and unanimously approved.**

**5. General Discussion**

Mr. Cavallo stated the original charter delineated the renovations to Company #1 and #2 and that there had been changes by the committee. Mr. Cavallo stated the committee would need to discuss these changes with the Board of Selectmen because the project had been approved under certain conditions. It was agreed to schedule a meeting with the Board of Selectman and the Finance Director before the bid document for Company #2 goes out to bid. Mr. Turner suggested reviewing the possible changes with Attorney Doeg before to going out to bid.

**Motion by Mr. Cavallo to schedule a special meeting on Wednesday, September 14, 2016 at Company #1 and to invite the Board of Selectman, Finance Director and Facilities Director. Second by Mr. Smith and unanimously passed.**

Mr. Daigle will submit a progress report to the Board of Selectman.

**6. Overview of next meeting scheduled for September 21, 2016**

The next regular meeting will be September 21, 2016.

**7. Audience of Citizens**

There was none.

**8. Adjournment**

**Motion by Mr. Smith at 7:26 p.m. to adjourn. Seconded by Mr. Dutch and unanimously passed.**

Respectfully submitted:

Shawn Daigle  
Secretary