

Board of Selectmen Meeting:
Memorial Town Hall
Chairman: Selectman Edmund Jaworski

4-3-2019 @ 5:00pm
Approved: April 30, 2019

Selectman Edmund Jaworski, Selectman Brian Moriarty, Selectman Cindy Doty, Marlene Michonski, Town Administrator, Phil Genovese, DPW Director, Sharon Strzegowski and Edwina Palmisano, Treasurer/Collector's Office, Kevin Rothschild-Shea, Architecture EL

Selectman Jaworski opened the meeting at 5:00 pm.

There were no announcements, nor public forum.

Selectman Doty moved to approve the Board of Selectmen meeting minutes of Jan. 9, 2019. Selectman Moriarty seconded. The motion was approved.

Water/Sewer Commitment

Selectman Jaworski moved to commit for collection FY2019 water bills in the amount of \$221,990.59, and FY2019 sewer bills in the amount of \$172,858.97, and fees of \$250.00 for a total of \$395,099.56. Selectman Moriarty seconded. The motion was approved.

Sewer Abatement-

An abatement was requested at 115 Elm Street because of a faulty meter. Selectman Doty moved to approve an abatement of \$1550.64 for water and \$2531.78 for sewer. Selectman Jaworski seconded. The motion was approved.

Architecture EL - Kevin Shea

Selectman Jaworski explained there is only enough money for the base project. Selectman Moriarty asked about the progress regarding bids. Mr. Shea explained that the modification of the project scope represents a significant redraw which will take the next 3 weeks. He anticipates drawings will be available on 4-29. On May 1 there would be a pre-bid conference and bids would be due May 15. Bids would be reviewed with the Board, and then move to the contract with construction to start approximately July 1st. Selectman Moriarty said he anticipated questions because other communities are about to start projects.

The Board discussed the question of storage with Mr. Genovese, who said containers could be on site. Selectman Jaworski said a letter could be sent to the Council on Aging regarding the possible July 1st beginning of construction. He observed that a pod or trailer on site will need to be in place by the middle of June. Mr. Genovese noted there might be others who would want to use the trailer. All office functions should do some housekeeping. Mr. Shea said the time frame for construction would be 8-10 months.

The elevator will be longest lead time item. Regarding the ramp Selectman Jaworski said Fire and Police Departments will have to be notified for driveway clearance. There already is an agreement with the church. Mr. Genovese asked about power outages. Ms. Michonski mentioned possibly closing town hall on Fridays. Maybe some work could be done over at the Fire Department building. Mr. Shea said the more you can stay out of the contractors' way the better. Selectman Moriarty said if it's during the summer maybe we can take advantage of the schools not having students there. He suggested asking the superintendent for possible access to one or two rooms.

Responding to a question from Ms. Michonski, Mr. Shea said the contractor would have a detailed construction schedule and a list of personnel. Selectman Jaworski the important thing is notifying upstairs and downstairs. Mr. Genovese has to see what people have to move so we can schedule a trailer. Ms. Michonski noted the second exit ramp changes a lot of the work. Mr. Shea said the original plan is a single entry sloping sidewalk not an actual ramp. He showed a drawing of a single entry with rectangular landing at the 1st floor level and described a 1foot rise over a 20' run. There will be no roof or covering.

Mr. Shea talked about the alternates, saying the town could get bids for the alternates with no obligation to construct. He said the alternates need to be in order of how the town would accept them. Selectman Moriarty said we have \$325,000.00 for the appropriation. Mr. Shea said some alternates directly relate to the appropriation such as handrails, and roofguards, and had been taken off the base to try to control bidding costs. Alternates will have to be renumbered.

Ms. Michonski offered to help with the bid notice. Mr. Shea said a contractor won't do anything until the Monday after the 4th of July. Mr. Genovese asked about the bid climate. Mr. Shea explained that MGM took a lot of electricians, plumbers. Mr. Genovese asked about asbestos abatement. Mr. Shea answered there was not a lot. Mr. Shea talked about the alternate in the kitchen as it is a warming kitchen but nonetheless a kitchen in a commercial building. Selectman Moriarty said to meet the law but perhaps use the smaller version of appliances. Selectman Jaworski said there needs to be a study done to see what the Council on Aging's needs are. Mr. Shea suggested keeping the alternate as further studies will direct what is needed. He said a gray spot in his mind is whether the kitchen is in or out. Selectman Moriarty said it can't be the big kitchen it was.

Ms. Palmisano asked about the borrowing because a 30-day lead time is needed. Mr. Shea described typical invoicing saying there is a curve and the middle of the process is the highest percentage, with 95% of the invoicing anticipated from July through October though the job may go to May. Mr. Shea will require a draw schedule. He said the middle 3rd of the job will in reality use half the money.

Ms. Michonski said recommendations for the museum wouldn't have changed, but she is not sure the Board is interested in that. There was a museum report in 2013.

Selectman Moriarty reiterated the need to sit down with the COA Board of directors before doing a feasibility study. Selectman Moriarty the need is to find what their intentions are. Selectman Jaworski noted they say they don't know unless they have a feasibility study done. Selectman Doty said it's the chicken or the egg. Mr. Shea suggested asking them to identify their needs: exercise program, meals, how many, and what is needed for space or amenities. The COA director knows what they need to offer, etc. Selectman Moriarty said we can do some of that factfinding. Mr. Shea gave an example of designing a mall parking lot around the holiday shopping and getting a sea of asphalt. Selectman Moriarty said if they need to have a big dinner for 100 people once a year then have it at the school. What can they do with the space they have now. Now, the exercise program has 20-30 people but for lunch maybe 7. Space needs, people needs, program needs; this information can be taken to a designer team

Mr. Genovese said there are other issues down there, air quality, and inadequate heating. Selectman Jaworski said there was previous report but, we should get answers regarding what they're looking for. Cable tv and John Novak were also discussed. Selectman Moriarty said we can ask Mr. Novak what he needs.

Mr. Shea said he possibly needs an equipment room, a small office with maybe a video area, a little studio. Ms. Michonski can sit down with John Novak and meet with the COA next week to have this discussion.

Mr. Shea said we needed the Board to understand what they're asking for. Selectman Moriarty said he now has a better understanding of why we cannot just go back to the original drawings, but he appreciates the explanation. Selectman Doty asked why the fire suppression wasn't the 1st thing. Mr. Shea said if it would have been identified as a need and been added initially there wouldn't have been the funds to do phase 1.

The Board thanked Mr. Shea. Ms. Michonski said April 29th Mr. Shea is to send schedule and dates. Then 2 weeks from now he will come in again to talk about alternates with the recommended order. Selectman Moriarty moved to adjourn. Selectman Doty seconded. The motion was approved and the meeting ended at 6:25pm.

Respectfully submitted,

Ki J. Eno
Executive Assistant