

Minutes
Litchfield Board of Fire Commissioners & EMS
August 31, 2016 7:00 PM
Litchfield Fire House, 258 West St., Litchfield

Chairman Campbell called the meeting to order at 5:40 p.m.

Members Present: Chairman John Campbell, Douglas Hatstat, Gary Shuhi, Paul Parsons, Francine Spencer, Teresa Berry

Members Absent: None

Approval of Minutes – August 11, 2016

T. Berry moved to approve the minutes, F. Spencer seconded and the motion passed unanimously.

Discuss and act upon the East Litchfield fire Department Drainage Project

The Chair stated that he has met with the Town Engineer and E. Litchfield Fire Department members to discuss and get answers to some questions regarding moving this project forward. He has a few more questions for clarification. The first question is whether the well is included in the current bid, Mr. Schmidt stated that it was not. Mr. Schmidt stated that they have been in contact with both the building official and the Fire Marshal and have been told they don't have any issues with the project.

The Chair asked about items that will be addressed in the Phase II of the project and what the additional costs will be and what future capital request will be coming. Mr. Schmidt stated that the additional work will address the code issues in relation to the vestibule in the stairway. Instead of having people exiting the building through the apparatus bay, there will be a vestibule at the bottom of the stairway exiting out the building. An elevator is not being pursued. The cost of the vestibule will be \$20,000 and that will be in a future capital request for E. Litchfield. The cost for this project addresses the immediate need to perform the drainage. Other items that will be needed and added to future capital request will be money for the vestibule at \$20,000 and replacement windows which will cost approximately \$20,000.

Mr. Parsons has concerns about the possible Phase II of this project. The concern is what is still needed for the building and what the cost will be. He suggested Mr. Schmidt attend the BOS meeting to explain the vestibule cost. It was agreed that there are no major structural issues with the building after talking with the Town Engineer. Mr. Schmidt stated that the only other issues with the building that need to be addressed in the future will be the vestibule, insulation in the attic to reduce energy costs and replacing the windows and possible door replacement.

Mr. Campbell asked the amount that will be requested at the next Board of Selectmen meeting. Mr. Schmidt stated that amount is shown on the page he submitted tonight to the Commission which spells out the costs for each item of the project. The total amount of completion of the project is \$219,272. Mr. Parsons stated that all the costs need to be presented to the town for payment and this list makes it clear for everyone to see what the different costs will be. It was explained that any bills received for payment for the project should go through the public works department.

Questions regarding ADA requirements were addressed; Mr. Schmidt noted that the money was earmarked in 15/16 for \$97,000 as a placeholder for ADA. The current building is technically ADA compliant according to the ADA coordinator and public works is aware of the issues that need to be addressed.

Mr. Parsons feels that outstanding questions have been answered satisfactorily. The email with comments from the Acting Fire Marshal was discussed. The current project scope will address the

comments made in the Fire Marshal's memo. Mr. Schmidt will ask Raz to resubmit a request to the selectmen to get on the next agenda.

T. Berry moved to accept the bid of \$197,000 from Millennium Builders, Inc. for the drainage project at the East Litchfield Fire House, F. Spencer seconded and the motion passed unanimously.

T. Berry moved to approve a total project cost for the drainage project at the East Litchfield Fire House of \$219,272. including the Millennium Builders bid, F. Spencer seconded and the motion passed unanimously.

Adjournment- T. Berry moved to adjourn at 6:17 p.m. F. Spencer seconded and the motion passed unanimously.

**John Campbell, Chairman
Board of Fire Commissioners & EMS**

Date

DRAFT