



TOWN OF MONROE

EMS BUILDING COMMITTEE

MINUTES

Special Meeting – Tuesday, October 12, 2021 – 6:20 PM
Town Hall

MEMBERS PRESENT *Terry Rooney, Chairperson*
John Brenna
Domenic Paniccia
Mike Vitello
John Ostraszewski via phone

ABSENT: Robert Westlund

ALSO PRESENT: John Kwasniewski - Burlington Construction
 Brian Humes - Jacunski Humes Architects

EMS
Chief Don Smith

PLEDGE OF ALLEGIANCE

Chairperson Rooney led in the Pledge of Allegiance.

CALL TO ORDER

The meeting was called to order by chairperson Rooney at 6:20PM

Motion Made by Mike Vitello to approve minutes from 9/7/21

2nd by John Brenna

Motion passes 3 - 0

John Ostraszewski abstained

Motion by Mike Vitello to add requisitions #00002 \$85,467.55, #00003 \$42,750.00.

2nd by John Brenna

Motion Passes 4 – 0

UNFINISHED BUSINESS

Chairman Rooney gave update to Operations and EMS Site. Trees have been removed, silt fence has been installed. NORCON contacted and has made site visits in regards to emergency services equipment and maintenance during project.

Trailer for EMS personnel has been delivered. Pre-construction meeting was conducted at Town Hall and all materials were moved to the Building Department.

Vice Chairman Mike Vitello visited the site and commends the site has maintained a clean and neat appearance.

John Kwasniewski, Burlington Construction, responds that site supervisor Chris DeCaro is very conscious of site maintenance and will be throughout project.

John Kwasniewski from Burlington Construction gives update. Rebar has been delivered. Waiting on approval from Building Department for demolition plan. Waiting on Building Department to move forward for asbestos abatement and select demo. Permit has been submitted to Health Department for said abatement. This is the last piece needed to move forward.

Chief Don Smith comments EMS personnel have moved into trailer and it is completely operational. cursory discussion about future costs for trailer can potentially be in the area of \$8,000.00.

Brian Humes from Jacunski Humes Architects stated that they would be providing a fourth set of plans to the Building Department and Comchex are being submitted.

Domenic Paniccia asked why four sets are needed. Three sets are standard operating procedure.

John Kwasniewski responds two sets of plans are going to the Building Department, one to the Fire Marshall, one to Planning and Zoning for referral. Brian Humes - Building Department also wants submittals.

Vice Chairman Mike Vitello stated there are no reasons for submittals at this time and suggested that Burlington Construction organize a binder with submittals for the record.

Domenic Paniccia agrees the submittal should be for the record and requested the presence of the Building Inspector at the next scheduled meeting November 9, 2021.

Chairman Terry Rooney responds that he will contact the Building Department notifying them that their presence is required at the November 9th meeting.

John Kwasniewski from Burlington Construction states plans were submitted August 14, 2021. State law provides 60 days for approval. Building Department refused to start application before pre-construction meeting which, in his experience, is a protocol exclusive to the Monroe Building Department. The Building Permit should have been issued October 14; however, the pre-construction meeting, according to the Building Department, had to be done prior to permit review.

Chairman Rooney made committee aware that an FOI Request has been made for prevailing wage foundation for Fair Contracting.

John Kwasniewski responds that all information pertaining to this issue has been sent to satisfy FOI request and notes prevailing wage was part of the bidding package which seems to be the main concern of the FOI request.

Don Smith inquires about energy uses during project.

Brian Humes, Jacunski Humes Architects responded Comchex will give metrics and projected energy uses.

Committee questioned why Agenda was labeled "Special Meeting" when this is our regularly scheduled second Tuesday of the month at which time committee secured the following dates: November 9, 2021 and December 14, 2021 for the remainder of the year.

FINANCIAL REPORT

John Ostraszewski is assigned to Financials and all reporting of such. He has emailed out the format so all committee members can keep track of the Budget. (Financial Report attached)

The committee agrees the second Tuesday of the Month is our regularly scheduled meeting and should be recognized as such.

APPROVALS

Motion to approve Advanced Reprographics Invoice # 14143

Motion by Mike Vitello

2nd by John Brenna

Motion Passes 4 – 0

Motion to approve Jacunski & Humes Architects Invoice #221040 in the amount of \$8,325.00

Motion by Mike Vitello

2nd by John Brenna

Motion passes 4 – 0

Invoice received by Jacunski & Humes in the amount of \$5000.00, Invoice #21267.

Chairman Mike Vitello questions about additional construction administrative services line item in the amount of \$26,700.00.

Brian Humes states it is an additional cost due to the delay of project at no fault of the architect and is a contractual obligation.

Mike Vitello asks how did the Town delay the contract and how is the Town liable to pay this amount.

Brian Humes responded that it is a contractual obligation because the project is projected to go beyond 24 months. Commission requested Jacunski Humes Architects resubmit this bill subtracting that line item due to the need of additional data to better understand request. There was no motion made to approve Invoice #21267.

John Ostraszewski added Jacunski Humes has been paid \$124,875.00 to date and with today's approval will bring it to \$133,200.00, leaving \$3,300.00 left on his original contractual obligation.

Motion to Approve Requisitions from Burlington Construction

#0002 \$85,467.55

Motion by Mike Vitello

2nd by Domenic Paniccia

Motion Passes 4 - 0

Submitted by Barbara Almonacid
Office & Communications Assistant, First Selectman's Office