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Public Safety Facility Renovations Planning Committee - Minutes
7:00 P.M. Thursday, May 6, 2010
Durham Fire House

Voting Members – In Attendance:

Frank Behrens, Christopher Flanagan, David Heer, Bill Joyce, Andy Meiman, Ed Mik Jr., Duncan Milne, Tom Wilt, Sue Wimler.

Voting Members – Absent: Peter Lowe,.

Public - In Attendance: Paul Jorgensen, Donald Smith, Jr., David Stein.

Ex-Officio Members – In Attendance: None.

Ex-Officio Members - Absent: Harry Hall, Francis Willett, Scott Wright.

1. Call to Order – 7:08 pm

2. Approval of the Agenda

Motion to approve: Ed Mik, Jr. Second: Frank Behrens
Agenda approved on a voice vote.

3. Approval of the Minutes

Minutes of the April 15 meeting were reviewed.

Sue Wimler requested that 4.15.10.a be amended to indicate that she voiced an opinion that the meeting had been appropriately arranged. There was some discussion about the amendment. Motion approved unanimously on a voice vote. Motion to approve as amended: Ed Mik, Jr. Second: Frank Behrens

4. Approval of Invoices

No invoices were received since the last meeting.

5. New Business

a. Report from Silver-Petrucci

05.06.10.a Donald Smith made a presentation to the Committee on the site septic options that have been considered, including the system currently marketed by Geomatrix that had been discussed at the April 15 meeting. Pros and cons of each option were thoroughly explained. A new on-site system would have an estimated 20% lower capacity (gal./day). Systems that are storage-type containers would not be allowed under DEP regulations. The town sanitarian could provide an opinion regarding the Health Code pertaining to systems of this type. A variance would be required from the State to tie in the 2 additional buildings to the present system. After considering all options, it was Donald Smith's opinion that the present septic system, with its leaching field on the Durham Fair Association property, is the best option for inclusion in the project. He recommended this option over the option of constructing a new on-site system.

b. Discussion about preliminary activities necessary for developing schematic plans

05.06.10.b David Stein discussed program issues. Meeting room size would impact the estimated needs of a septic system and including additional rooms in the design on top of that would increase the requirements of a septic system. He said he would update the program with the information currently known about needs of the respective organizations and persons. Members of the Committee agreed that he should go ahead with a first pass at developing a conceptual scheme. David Stein said the conceptual process would be helped by completion of the major program elements.

6. Carry Over/Old Business

04.15.10.a The Committee discussed the March 29 meeting at Town Hall to discuss septic and drainage issues. A report from Donald Smith was distributed after the meeting, including estimated improvement costs, and a draft memo was distributed by David Stein. David Heer stated it was improper for the meeting to have been called without the participation of Committee members. The Co-Chairs had been asked to attend, but were unavailable. David Stein said he felt proper protocol had been followed, but agreed not to request separate meetings unless directed by the Committee.

04.15.10.b David Heer asked David Stein to look into a leaching system by Geometrics, who installed a similar system in Durham. He mentioned concerns by Committee members that all options had not yet been pursued. David Stein said he would look at the system's plan, but would need Don Smith to review it. He offered to contact another engineer if the Committee did not have confidence in his engineering consultant. David Stein expressed confidence in Mr. Smith's work, and noted he had done fairly complex work for them in the past. The Committee felt it was fair for Donald Smith to examine the Geometrics concept, offer pros and cons and estimate a dollar value.

04.15.10.c The Committee was able to cut approximately half of the space from the combined Fire Marshal/Resident Trooper program needs during discussion at the April 8 special meeting. An idea that was mentioned is the possibility of using the current ambulance building as an alternate option for the Fire Marshal/Resident Trooper. This does not fall into the Committee's charge, and would have to be discussed with the First Selectman.

04.15.10.d The Committee discussed a number of program elements, and compared observations of site visits with identified needs. There was also some discussion about functional design concepts.

04.01.10.a A meeting was held at Town Hall on March 29, 2010 to discuss the site and septic evaluation. In attendance were Laura Francis, David Stein (of Silver-Petrucci & Associates), Donald Smith, Jr., Brian Curtis (Town Engineer), and Bill Milardo (Town Sanitarian). Items discussed were included in minutes dated March 30, 2010 and forwarded to the Committee by David Stein. The minutes were read to the Committee by Andy Meiman. Many of the issues had been discussed at the Committee's previous meeting on March 18.

04.01.10.b Item #6 of the March 29 minutes mentioned the need to investigate the septic line using a camera. According to Silver-Petrucci's initial estimate, this service would cost approximately \$1,900.00. The Committee would consider this a proposed change order. After some discussion, it was generally felt that it was not necessary to go ahead with this procedure right away.

- 04.01.10.c There was some additional discussion about the drainage issues from the site. It was agreed that the Committee would like to see a plan for a best and worst case scenario from Donald Smith. There was some disappointment with the proposal presented thus far. The Committee would like to see a solution for a self-contained system, as well as other possible options.
- 04.01.10.d The Committee was in agreement that the septic system at 51 Main Street should be tested to ascertain its functional ability.
- 04.01.10.e An outline detailing the Committee's work to date was reviewed and discussed. Committee members offered suggestions about added detail. The outline can be used as the basis for a newspaper article or a Powerpoint type presentation to be shown to Town Boards and Commissions. The Committee will revisit the outline after revisions are made.
- 04.01.10.f The structural assessment by Michael Horton Associates, Inc. (dated March 2, 2010) was distributed and reviewed. Duncan Milne stated that the comment in the report about the economic feasibility of restoring the structures is not part of the company's charge. There were no surprises in the report; the descriptions of 37 and 51 Main Street were as expected.
- 04.01.10.g The Committee should get down to discussion of program-related issues. A Special Meeting will be scheduled for April 8 at 7:00 pm in the firehouse. An agenda for the special meeting will be posted with the Town Clerk.
- 04.01.10.h There was some discussion about the need to formalize the Committee's secretarial functions.

Motion by Sue Wimler: That the recording secretary function be assigned to Andy Meiman (for meeting minutes) and the corresponding secretary function (for document management) be assigned to Ed Mik. Seconded by David Heer. Motion approved unanimously on a voice vote.

7. Adjourn

Motion to recess approved on voice vote. Meeting adjourned at 21:08.

Respectfully Submitted,

Andrew Meiman – Co-Chair
Public Safety Facility Renovations Planning Committee