

Board of Fire Commissioners

Greenfield Fire District
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A Special Meeting of the Greenfield Fire District was called to order at Company #2 by Chairman Don Kugler at 6:58 PM on August 12, 2010. The flag salute and a moment of silence were recognized for departed members.

Present were:

Commissioners: B. Chouinard, Kugler, Waite; Secretary J. Petkus; FF's Mike Chandler, Bill Lloyd Jr., Bob Roxbury; and George Habig, resident.

Also present, Maria Sciocchetti, Architect from C.T. Male with drawings, and Bill Reed from Complete Construction.

1. Approve Minutes: July 15, 2010 Special Meeting Minutes

RESOLUTION #226 TO APPROVE THE JULY 15, 2010 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to approve the July 15, 2010 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

2. Special Guest: Bill Reed, Complete Construction

Commissioner Waite noted they left a piece of sheet rock out until the roof is done just in case water does come in. Mr. Reed noted he has pictures of the project that he will forward to the Board for their records. The Board thanked Mr. Reed for the work done.

RESOLUTION #227 GIVING TREASURER PERMISSION TO PAY COMPLETE CONSTRUCTION THE BALANCE DUE OF \$12,680.00, AND TO REFUND DEPOSIT OF \$2,884.00. PAYMENT TO BE MADE IN 2 SEPARATE CHECKS.

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to give Treasurer permission to pay Complete Construction the balance due of \$12,680.00, and to refund deposit of \$2,884.00. Payment to be made in 2 separate checks.

VOTE: All in favor, motion carried.

3. Update of Co #2 Interior/Exterior Renovations:

Maria Sciocchetti, Architect, C.T. Male, questioned the signage on the firehouse asking if there are any local ordinances limited the height of the letters; Commissioner Waite noted no. Ms. Sciocchetti also noted the following regarding signage:

- The street number needs to be added
- Will add "Company #2"

Handed over to Commissioner Waite a partially completed building permit, noting the special inspections report, which will be included in the specifications. She also noted, according to existing

drawings which may or may not be right, the pole barn was built over a drywell. Also, if the Board wants to make any more changes, now would be the time as they are completing their drawings.

She also needs the insurance requirements as soon as possible as she must get them into her specifications before they can be printed. Brief discussion; Commissioner Kugler to look at it and then Secretary Petkus to send it over to the Insurance agent for review.

Two allowances have been included in the project:

- Contingency allowance of \$2,000.00 for the Board to use as they see fit or refunded;
- Any additional testing that may come up, \$1000.00.

Unit Pricing: Ms. Sciocchetti noted that they do not know what they are going to come across when they start digging, not sure of the condition of the soil. Previously spoke about who would be doing the asphalt patching. Unit pricing to include:

- Removable of unsatisfactory soil
- Addition of new soil
- Aggregate and sub base paving
- Replace metal fascia at roof if damaged or in bad shape and needs replacing.

Alternates: Ms. Sciocchetti noted this is a way of controlling costs, and can be deducted from the bid price, and will include:

- New paving, but not sure how much will need to be done as she is not sure how much is going to need to be removed.
- Metal fascia previously talked about
- Underground fuel oil storage tank
- Building signage
- 25' Flagpole, the district provides the flag.

She further noted she needs about a week to get the printing done, and the Board needs to decide on some dates, including:

- What date to go out to bid
- Pre-construction meeting, which is mandatory, she will be here for that.

Ms. Sciocchetti then reviewed the changes that were made to the drawings, including:

- Replacing siding on 3 sides
- New doors and new windows
- New pads
- New canopy structure on 2 sides
- Peaks over doors, which are estimated to be about 2 feet high
- New flagpole
- New lighting on face of canopy, which will be on sensors and on front of building
- New lighting on underside of canopy
- Running exhaust for kitchen hood out the back of the building. Will probably have to cut a hole in the back wall, but it will be above the ceiling
- Electrical meter will need a new cover, may want to use the contingency money to have the contractor take care of that
- Dig up oil tank and move to the back of the building and put in new pad and tank, new plumbing to run between the meeting room floor and new basement ceiling
- Concrete curb, will be flush to asphalt so as not to be trip hazard
- District responsible to adding soil to planting bed; flagpole will have up lights
- Existing gravel to be removed, fabric to be placed under gravel to direct water to drain. Catch basin level to be raised as well
- Will be painting the existing channels around doors
- Epoxy crack injection will be done from outside when the one foundation is dug out.

Ms. Sciocchetti questioned the black wire tucked behind trim on the corner of the building; Captain Mike Chandler noted it could be an old cable wire. The specs call for un-attaching and re-attaching it. Captain Chandler questioned the type of fabric that would be used, he is concerned about the drainage; Ms. Sciocchetti will email the fabric specs.

She also noted the foundation closest to the building has to go to the depth of the existing foundation. The trusses are premanufactured and should go up quickly; everything else is steel framed. Wainscoting will go from the grade to the underside of the windows, with trim piece. Briefly explained the reason for having to split the wall at the wainscoting. Also added will be new metal framing from the top of the flange to the underside of the first steel girt, insulation, plywood and building wrap as well as an extra piece of membrane flashing and a gasket. The width of the canopy will be about 8'3". Will replace windows with some side windows, sidelights of doors are going and will need to patch the interior wainscoting. Crash bars will be turned over to the District. There are provisions for the security system to be reattached.

Colors will need to be picked for the following:

- Siding
- Wainscoting
- Radio room flooring, new casework to go in radio room
- Kitchen paint on the wall they are working on; will salvage the casework.
- Signage.

20% of the existing siding will be salvaged and given to the District in case the back panels ever need to be replaced.

Ms. Sciocchetti noted she will be leaving the drawings for the Board, and would get 2 stamped copies to Commissioner Waite for the Building inspector. She also noted that once the project was done, the roof is going to look old. Also asked if the Board ever found a Clerk of the Works; they did not. Captain Chandler noted he knows a few people. Brief discussion continued; Captain Chandler to contact some and see if they would be interested.

There was brief discussion concerning the project commencing in the fall and the ability to lay asphalt late in the season before the snow starts. Captain Chandler noted you can put base and binder down, but not the asphalt. Paving usually begins in the springs after the temperature stays above 40°.

Ms. Sciocchetti requested that the handicap sign be put back up as she is going to have the contractor stay away from it. It will be the District's responsibility to restripe the parking lot.

Commissioner Waite asked about how long the project will take; Ms. Sciocchetti could not answer how long or how much, but noted that contractors are hurting for business, big companies are bidding on small projects, so this project should receive a lot of attention and get good pricing, especially since this is happening in the cold weather months. She further noted that things could change, but this is a good time to go out to bid with a project. She also advised to try not to take the absolute lowest number, because it probably means something was left out to cut corners, unless there is not a big difference between the low guy and the next guy up. It is really important that the Board finds somebody that knows what they are looking at to keep an eye on the project.

Ms. Sciocchetti noted that the project will be available in plan rooms around the Capital District. She suggested we advertise in the Times Union as well at our legal paper, the Gazette.

The Board then discussed various dates and settled on the following:

- Invitation to bid to be placed in the Gazette 8/30, 8/31, 9/1;
- Invitation to bid to be placed in the Times Union 9/2, 9/3;
- Plans to be available on 9/7/10;
- Pre-bid meeting on 9/20/10;

- Bid opening on 9/28/10;
- Special meeting to award bid on 9/30/10.

Ms. Sciocchetti noted if there were no more questions, she would wrap up. The Board thanked her for coming.

Commissioner B. Chouinard noted that since they will be cutting up the blacktop, maybe the whole parking lot should be repaved on the one side. Brief discussion continued; Captain Chandler suggested you might be able to skin binder it and then top the whole thing. Sealing it would then be postponed.

Question again arose about the approximate cost of the project. Brief discussion, Joyce to send architect email. Brief discussion regarding previous Co #2 vote, if the project went over \$150,000.00 they did not want to do it.

Commissioner B. Chouinard noted that there were some bills from CT Male to be paid. Brief discussion; Treasurer to create separate abstract for all bills related to Porter Corners renovations, which will be presented for approval/payment at these special meetings. Joyce to let the Treasurer know of this change.

RESOLUTION #228 GIVING TREASURER PERMISSION TO PAY CLAIM #BR011 AND CLAIM #BR013.

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to give Treasurer permission to pay Claim #BR011 and Claim #BR013.

VOTE: All in favor, motion carried.

Motion made by Commissioner Waite with a second from Commissioner B. Chouinard, to dispense with the reading of the minutes. All in favor.

Motion made by Commissioner Spackmann with a second from Commissioner Waite to adjourn the meeting. All in favor.

Special meeting ended at 8:29 PM.

Respectfully submitted,

Joyce A. Petkus
District Secretary