

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 Richard Spackmann at 7:00 PM on February 10, 2011. The flag salute and a moment of silence were recognized for departed members and troops overseas.

Present were:

Commissioners: Atwell, Barss, Chandler, Spackmann, Waite; Secretary J. Petkus; Shows Leary, Project Manager; please see sign in sheet for others in attendance.

1. Approve Minutes: January 13, 2011 Special Meeting Minutes

RESOLUTION #74 TO APPROVE THE JANUARY 13, 2011 SPECIAL MEETING MINUTES AS WRITTEN.

MOTION: Spackmann

SECOND: Waite

RESOLVED to approve the January 13, 2011 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

Commissioner Waite noted his biggest issue with CT Male right now is the snow issue. Gables are not diverting the snow properly; pictures taken. Snow coming off the roof is falling off right in front of the entrances. Mr. Leary noted that the first thing to be done is to put CT Male on notice and he has drafted an email which he will send at the Board's approval. He suggested adding snow catchers or diverters to the top of the roof, possibly adding an entrance at the front into the radio room or retro fit a "man-door" into one of the bay doors. Lengthy discussion continued; including the design issue, amount of snow this season, removing flag pole and adding walkway in from the side of the entrance; problem with that in that the roof does not go to the end of the building and snow builds up on the side as well. Also the difficulty with snow removal as it will not be easy to remove with just shovels. Mr. Leary given permission to send email to CT Male. Also determined that adding a front entrance could cost upwards of \$10,000.00. It was determined that it could not be added due to a steel beam being in the way. Brief discussion also just waiting to see if it is still a problem next winter.

Mr. Leary then proceeded with his report as follows:

1. No RFI's outstanding, there were 13 total.
2. Schedule is well off, were to be completed by 1/31.
3. Submittals should be complete by 11/30/10. Unknown if complete at this time.
4. Interior construction was to be done by 1/27/11. Trim at meeting room door done. Needs finish applied. Kitchen drywall painting at exterior wall and ceiling not done. Radio room drywall and flooring completed.

5. South canopy siding is ongoing. Not complete yet. Trim at columns. Cut miter reliefs in slab at corners.
6. Heating was scheduled to be done by 1/27/11. Duct is installed along with fan. Duct is welded. Problem with access panels and they will be replaced next week. Insulate fan opening in exterior wall. Specs called for all welds to be polished, may get some money back on that as it was not done. Need to do balance test on ducts.
7. Signage was scheduled to be done by 1/27/11. Now scheduled for Wednesday 2/2/11. Installed Thursday 2/3/11.
8. The flagpole is to be installed by 1/28/11. The footer has been poured. The pole needs to be set in place. Planned for 2/11 or 2/12.
9. Electric was to have been done 1/27/11. Now told they will return next week to complete their work: hook up fan, install control wires at fuel tank, lights and exterior outlets.
10. Siding install was scheduled to be completed by 1/18/11. North side about 95% done. West side 90% complete. South side 97% complete.
11. Upcoming: Continue siding, electric, heating, painting, staining, flagpole, punch list and demobilize. Caulking, site restoration and grass seed, exterior painting has to wait until spring. Commissioner Spackmann noted there is a gap where the light shows through outside. Mr. Leary will check in to canopy lights shining through the edge of the roof.
12. End date 1/31/11 was not met. Will be off that date by 2 to 3 weeks.
13. Schedule was reviewed. Contractor is past the 1/31/11 due date for completion. They have not had much manpower on site most of the last 2 weeks. There is a lot of incomplete work. Addendum 1 allows for liquid damages to be paid for CT Male to monitor the work after 1/31/11. A memo will be sent to CT Male by SLPM tomorrow.
14. Brief discussion regarding the breakdown of CT Male's bills, the possibility the District may be able to initiate back charges, the importance of having a proper breakdown, especially after January 31st. Mr. Leary will contact CT Male and ask for a breakout of the added hours they billed for.
15. Review SLPM contract. \$33,150.00 budget. \$24,326.25 invoiced as of tonight's meeting. Balance of \$8,823.75. As of tonight will have used less than \$1,000.00 of balance. Approximately \$7,800.00 of his budget the District could use.
16. Zanetti Cabinetworks picked up the stainless steel sink so they could verify the new cabinet matches to the sink. Completion in a few weeks.
17. It has been noticed by all that the snow coming off the north roof is not being shed away by the gables. Snow builds up on the ground under the gable and needs shoveling and plowing. Earlier this week the snow backed up to the meeting room door, preventing it from being opened. This needs to be reviewed by CT Male. The District does not believe this was the intent of the design. The design should have been to keep snow away from the doors and keep the walkways reasonably free of snow. A memo will be sent to CT Male by SLPM tomorrow.
18. Contractor plans to have their crew back tomorrow and Saturday to install flagpole, west elevation soffit and work on incomplete items.
19. The utility meter roof is not part of the reinstall. It should be reinstalled. Already the electric meter is half encased with ice and all of the conduits are buried. Commissioner Waite to handle.
20. The quality of the day to day work on site by Rosch Brothers has been excellent. He is happy with the quality of craftsmanship, feels most of the problems have been more in design and management.
21. Fuel tank: there is a control panel with alarm system that the District is owed some kind of training on.

22. Problem with one piece of siding on the south wall where the electric is. Brief discussion regarding Rosch Brother opting to slide panels together rather than having electrician come in and cut power, install new panel and then drill holes for wiring. There is leak potential there.
23. Commissioners requested that Mr. Leary accompany CT Male during their punch list review.

George Habig, resident, noted that it is obvious the Board is not happy with CT Male and questioned maybe having the Attorney present for discussion with CT Male. Mr. Leary noted he would really need to see the contractor/owner agreement, and that would be the first thing the attorney would ask to see as well.

Mr. Leary quickly reviewed CT Male issues he has been logging throughout the project, but did note that there have been quite a few times where Maria has definitely stood up for the Board:

- Issue with exposing of foundation
- Duct location
- Copper water line
- Fuel oil warmer
- Siding behind canopy
- Existing kitchen cabinets were supposed to be re-installed
- North canopy fascia detail
- South canopy damaged outlet
- Girds are 7'6", not 8'6"
- Trim detail not in final drawings
- Canopy snow issue
- Fuel line vibration

Mr. Leary also explained the new fan has 2 grease fittings that are only accessible from outside. They will need to be lubed once or twice a year and you will need some sort of lift to get to it. The Board once again thanked Mr. Leary for all his hard work. Commissioner Spackmann reminded Mr. Leary to please cc Joyce on all emails he sends to CT Male for her to forward to the Board. Mr. Leary exited the meeting and discussion continued:

Discussion continued regarding payment of bills, and CT Male sending more detailed billing.

RESOLUTION #75 TO PAY ABSTRACT #4, CLAIM #BR1105 THROUGH CLAIM #BR1109 FROM THE BUILDING RESERVE FUND, TOTALING \$10,429.31.

MOTION: Waite

SECOND: Atwell

RESOLVED to pay Abstract #4, Claim #BR1105 through Claim #BR1109 from the Building Reserve Fund, totaling \$10,429.31.

VOTE: Atwell, yes; Barss, yes; Chandler, opposed only to paying claim #BR1105 to CT Male; Spackmann, yes; Waite, yes. Motion carried.

- Joyce to advertise another special meeting for March 10th at Co #2 beginning at 7 PM.
- FF N. Waite questioned scheduling breakfasts; the Board approved, noting the breakfasts cannot interfere with the construction. A/C Middlebrook to handle any snow issues as it relates to the breakfasts.

- Carpet to be cleaned in the spring after construction completed.
- Brief discussion regarding the Turning Stone Conference; the following people are interested in attending: Commissioner Spackmann, Commissioner Waite, Secretary Petkus, Treasurer J. Bishop, Chief Lant, D/C King, A/C E. Petkus, FF N. Waite, FF R. Bishop. Joyce sent email to all officers that if they are interested in attending the conference they need to let her know by Monday morning.

RESOLUTION #76 GIVING THE SECRETARY PERMISSION TO MAKE RESERVATIONS FOR THE ABOVE MEMBERS FOR THE TURNING STONE CONFERENCE APRIL 1-3, 2011.

MOTION: Atwell

SECOND: Chandler

RESOLVED to give the Secretary permission to make reservations for the above members for the Turning Stone Conference April 1-3, 2011.

VOTE: All in favor, motion carried.

- Commissioner Chandler noted that the heating modifications at Co #1 are continuing, the furnace is in but not yet fully hooked up, electrician will be there tomorrow and the outside A/C unit will be here next week.
- Brief discussion regarding the recent news that the old firehouse property across from Co #1 is in foreclosure. May be a good solution to the District's lack of space problem, but any paperwork should be reviewed by our attorney before getting really involved in it.

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

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

Special meeting ended at 8:45 PM.

Respectfully submitted,

Joyce A. Petkus
District Secretary