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DRAFT MINUTES

Penfield Pavilion Building Committee  
Monday, April 26, 2010  
6:30 p.m.  
First Floor Conference Room  
Sullivan Independence Hall

APR 26 2010  
TOWN CLERK'S OFFICE  
FAIRFIELD, CT

**Present:** Mr. Gallagher, Mr. Kelly, Mr. Plotkin, Mrs. Dyer, Ms. Crowley, Mr. Convertito,  
**Absent:** Mr. Tanguay, Mr. Galle, Mr. Jones, Mr. Pesci  
**Others Present:** Mr. Lombardo, Mr. White, Mr. Speciale, Mr. Craig Wiles, Architect

**I. Call to Order**

Mr. Gallagher called the meeting to order at 6:35 p.m.

**II. Review of the Minutes**

Mrs. Dyer asked if the spelling of Mr. Pesci's name could be corrected. Correction noted. Mr. Kelly made a motion to approve the March 29, 2010 minutes. Ms. Crowley seconded the motion. Vote was 4 in favor, 2 abstentions (Mr. Gallagher, Mr. Plotkin). Motion passed.

**III. Architect Presentation and Discussion of Designs**

Mr. Wiles said the drawings for the back of the building were changed and that it is closer to the original structure. He reported that they are having some trouble deciding where to put the transformers. The architects want to step the power up to 600 amps because of the air conditioning and kitchen. The stoves will use gas but everything else will be electric. Mr. Kelly asked to see the loads.

There was discussion about where to locate the transformer. The current service is 200 amp single phase. Mr. Kelly expressed concern about the cost of the copper transmission cables. He said that they could use 400 amp 3 phase service. Mr. Kelly wants to discuss this with the engineers. The engineers are IES, East Haven, Dave Miller. There will be two (2) meters plus a check meter for the gathering room. The concession will have a separate meter.

The architects expect to put out the bid on May 15, 2010.

Mr. White said the schedule is as follows: The drawings are expected by May 20, 2010. The project will be presented to the Board of Finance and the RTM in June. Mr. Kelly asked if we will make it. Mr. White said it will be close.

Mr. Kelly recommended an independent estimator, Brian McDonald. Mr. Gallagher made a motion to hire Malkin as the construction estimator for the Penfield project. Mr. Kelly seconded the motion. All in favor. Motion passed. Mr. Kelly made a motion to amend the previous motion – to hire Finkel as the construction estimator in case Malkin cannot do the job. Mr. Gallagher seconded the motion. All in favor. Motion passed.

Mr. Wiles said the current, incomplete estimate for the building project is \$2.8 million. He said he thought the estimate was low. He reported that the total cost of the rooftop a/c units are \$20,000.

Mr. Gallagher asked about the sand and water during the recent storm. Mr. White said on the east side, the water went under the building and flooded the parking lot. Ms.

Crowley said the water moved the benches. Mr. Gallagher said the neighbors are concerned about the water reaching their property faster. Mr. White said it will not be any worse than it already has been. Mr. Lombardo said that the berm will not be moved.

Mr. Kelly recommends installation of poles for the electric service and a cross bar with three (3) wires to accommodate a three phase service.

Mr. White, project manager, will contact Malkin construction tomorrow to find out if they will be the estimator on the job. Mr. White said he will obtain all the permits. May 11, 2010 is the TPZ Coastal Management Report. The PBC committee is invited to the meeting.

Mr. Lombardo reported that there are complaints from the neighbors about the lights at the Pavilion. Ms. Crowley said that they shine out toward the street. She suggests that they shine towards the Pavilion. Mr. Wiles said that they are installing cameras which will be connected to the police dept. He said there will be four (4) cameras which will be on all of the time.

Mr. Wiles said he will look into the lighting. It was not on the site plan. Mr. Kelly asked if we were getting away from using UI for lighting. Mr. White said yes. Mr. Wiles was asked to price out the lighting. Mr. Kelly recommended a concrete base, 20 ft. pole and two (2) metal conduits, one for the lighting and one for the cameras. Mr. White said he missed the camera discussion – he asked if we are sure the police will monitor the cameras. Mr. Lombardo will confirm whether the police will monitor them. Mr. Kelly asked Mr. White to ask McDonald what site lighting will cost.

Mr. Kelly made a motion to provide perimeter site lighting for the parking lot at the Pavilion. Mr. Gallagher seconded the motion. All in favor. Motion passed.

Mr. Kelly made a motion to reconstruct and repave the parking lot. Mr. Convertito seconded the motion. All in favor. Motion passed.

**IV. Committee Discussion**

No committee discussion.

**V. Public Comment**

No public comment.

**VI. New Business**

No new business.

**VII. Adjourn**

Mr. Kelly made a motion to adjourn meeting. Ms. Crowley seconded the motion. Meeting adjourned at 7:40 p.m.

Respectfully submitted  
Patti Dyer, Secretary  
Ellen Marks, Recording Secretary