

EOC Building Committee

Meeting on Thursday, August 7, 2014

In attendance: Jim Lally, George Keithan, David Gross, Al Chapman, Don McDougal, Fred Dudek, Kate Novick

Absent: None

Chairman David Gross called the meeting to order at 6:34 p.m.

Approval of minutes from the June 25, 2014 EOC Building Committee meeting occurred and were approved.

George: George attended Board of Selectmen meeting. We'll increase our scope to address the town hall well and site work, but additional money will be available to do so.

The group reiterated our critical facts: we need to build the EOC within the \$500,000 STEAP grant budget; evaluate and stabilize the barn for \$100,000; and bill the connector between the two buildings if the budget allows. There is \$58,000 to put in a single generator that will support all of EOC and 30KW for old town hall. This will include rewiring between back part of the town hall building (a.k.a. temporary structure) and front part of town hall building (a.k.a. old building) for emergency lighting for the temporary structure and server room.

Our group needs to try to build a better water service for the town hall campus buildings including the fire department, town hall, and EOC. The water is too salty to drink and has caused damage to mechanical equipment in both the fire department building and the town hall building. This work will be funded from a \$400,000 budget to maintain town hall.

Dave asked the committee if it thinks a traffic study and design is needed from a professional to pull EOC and town hall into a campus with logical, safe, adequate, standard parking.

Fred Dudek reminded the committee that the budgets of these various projects needs to be carefully tracked separately.

Fred said that the Town of Killingworth recently signed a contract with Munger, a construction firm with state-approved base rates on labor and materials.

Don expressed that his primary concern is to make sure that the EOC is fully functional and wired when we are done. Everyone agreed.

Dave asked the committee how much money, of the \$500,000 STEAP grant, we should set aside to make that happen. We need to account for equipment, furniture, etc (i.e., FFE). The group agreed that we budget for \$50,000, with built in contingency. If there is money left over, we can use it toward the barn-EOC connector or site work.

The committee discussed that the site drainage, septic, and other site work will need to be budgeted separately. Fred said that the \$100,000 is for the barn, not the connector. The cost of the connector must come out of the EOC budget.

Dave asked the committee what we want to ask Munger to do for us next.

Jim expressed that we should select the cheapest option from munger, wood constructure, to make sure we have enough money to fulfill our charge. Everyone agreed.

Dave asked the committee if it wants to ask Munger to give us a proposal for the EOC, a connector, and a septic system? The group agreed that we do. Dave will proceed accordingly.

Dave asked the committee how it shall proceed with the site work. Jim responded that the future usage and design demands of the barn are unclear still. He said it will require an expert to research what the septic design should be assuming the barn and EOC are at full occupancy.

Dave suggested that we contact a site design company to design the septic, drainage, parking, striping behind the EOC and between the town hall and the EOC. Most of the budget for this work is separate from the EOC budget. The EOC budget will include the site work for the area approximately five feet out from the EOC structure.

Jim shared that there are already test boring results for the site. We don't need to do it again.

Jim expressed too that we can save money on this project by having this committee take care of the traffic study ourselves. The committee agreed that it should be able to figure out a general parking layout and have the design examined by a professional to ensure it is feasible and in compliance with any codes.

Al and George discussed that this committee can't fully build for the parking needs of the future barn's occupancy in this project. Our committee needs to address the parking for the EOC. That said, this committee will keep in mind and plan for the future parking needs of the barn.

Dave asked the committee what it wants to do about the barn for \$100,000.

George expressed that we should ask a couple contractors what it would cost to examine the barn and if budget allows, to stabilize the barn. Also we should ask these contractors how much it would cost to work towards finishing the space for a meeting room (e.g., adding a metal roof, straighten the walls, put faux doors on it to make it look like a barn, etc...). Kate added that we should ask the same of Munger.

Dave asked the committee what it wants to do about the well.

Fred said that the public works building is on Test Well 1 while the Fire Department building and town hall are on the original well. The salt concentration results from a water sample taken in June 2014 from the original well was 55 mg/L.

After discussing the possibility of hiring a professional to examine the on site wells, Dave suggested that the committee should ask the Killingworth Health Director to sample the water from the onsite wells and give this committee a recommendation as to where the EOC well should be located. The committee agreed. Fred said that he will coordinate this activity with the health director.

Dave asked the committee what it wants to do about the emergency generator. George replied that our committee is fully qualified to generate specifications for the emergency generator and provide them to Munger to include in their proposal and budget.

Dave asked the committee what should be its rough schedule for this EOC project. The committee agreed that first, the town must approve of receipt of the STEAP grant at its next meeting on August 18, 2014. The committee discussed that Dave should contact Munger immediately after this approval and he should ask Munger to give us their most aggressive schedule.

Dave said that we should tell Munger that we want to get concrete in by Thanksgiving; plus we want to move this project forward before the state has any opportunity to take the STEAP grant away. The committee discussed the various permits and paperwork that must occur before the project physically begins. The committee hopes that ground can be broken in October.

Jim said that he will try to get a proposal and budget for the site work from a local contractor.

The next scheduled meeting is for Wednesday, August 20, 2014 at 7:30 p.m. at the Killingworth Town Hall.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Kate Novick
Secretary