

Building Committee Vernon WPC Facility Upgrade

Mayor's Office

14 Park Place, Vernon, CT 06066

Monday, June 24, 2019

Draft Minutes

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19 AUG 14 PM 3:17

Regular Members Present: Michael J. Purcaro, Town Administrator, Jeffrey O'Neill, Finance Officer, Robert Grasis, Director of Water Pollution Control, Robert Kleinhans, Director of Public Works and Dave Smith, Town Engineer.

Absent Members: John Anderson, Chairman of the Water Pollution Control Authority

Staff Present: Steve Boske, Assistant Director of Water Pollution Control and Cassandra Minor, Recording Secretary

Meeting was called to order at 3:14PM

1. Introduction- Procedure.

Robert Grasis, Director of Water Pollution control explained the meeting times and location and further explained the agenda and minute requirements. Discussion ensued.

Michael J. Purcaro, Town Administrator explained members will be added to the commission to add additional expertise. Discussion ensued.

2. Preconstruction Meeting Scheduled June 26, 2019 at WPCF, 9AM.

a. Authorized Representative.

Discussion ensued. Dave Smith, Town Engineer made a motion to elect Michael J. Purcaro, Town Administrator as the authorized representative. Jeffrey O'Neill seconded and the motion carried unanimously.

b. Comments on Draft Agenda

Robert Grasis, Director of Water Pollution Control summarized the Pre-Construction Conference Agenda by Tighe & Bond to the commission. Discussion ensued.

3. CWF Agreement Status

a. Grant Percentage

Robert Grasis, Director of Water Pollution Control explained that the grant percentage is 30.2%. The application will go through an audit in partnership with DEEP to enhance that number. Discussion ensued.

b. PLO's

Jeffrey O'Neill, Finance Officer explained that PLO stands for Permanent Loan Obligation. Annual closing expenditures will be after 1 year, potential for 2 or 3 years, if necessary. Discussion ensued.

c. Legal Fees

Discussion ensued regarding legal fees.

d. Substantial Completion Date

Robert Grasis, Director of Water Pollution Control explained that the building application time frame accounts for any delay but the plan is to stay on track for December 22, 2022. Discussion ensued.

4. Builders Risk Insurance

a. Update

Michael J. Purcaro, Town Administrator explained the Towns Insurance Company is working on insurance for building risk and that additional insurance is being extended for Contractors.

5. Additional Items

Dave Smith, Town Engineer made a motion to name Michael J. Purcaro, Town Administrator as Chairman of the Building Committee for WPC Facility Upgrade. Robert Kleinhans, Director of Public Works seconded and the motion carried unanimously.

Jeffrey O'Neill, Finance Officer made a motion to name Robert Grasis, Director of Water Pollution Control as Vice Chairman of the Building Committee for WPC Facility Upgrade. Chairman, Michael Purcaro seconded and the motion carried unanimously.

6. Adjournment

Jeffrey O'Neill, Finance Officer made a motion to adjourn at 3:34PM. Robert Kleinhans, Director of Public Works seconded and the motion carried unanimously.

Respectfully submitted;

Cassandra Minor, Recording Secretary.