

# **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 #3 by Chairman Don Kugler at 8:08 PM on October 13, 2010. The flag salute and a moment of silence were recognized for departed members.

## **Present were:**

Commissioners: B. Chouinard, Kugler, Robarge, Spackmann, Waite; Secretary J. Petkus. Special Guests: Maria Sciocchetti, architect; Shows Leary, Project Manager; please see sign in sheet for others in attendance.

### **1. Approve Minutes: September 9, 2010 Special Meeting Minutes**

## **RESOLUTION #287 TO APPROVE THE SEPTEMBER 9, 2010 SPECIAL MEETING MINUTES AS WRITTEN.**

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to approve the September 9, 2010 Special Meeting Minutes as written.

VOTE: All in favor, motion carried.

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

Commissioner Waite noted they are fighting the water every time it rains; other than that as soon as we get the roof over the thing, we should be all set. Read the recommendations that Maria sent out, and his only question is with any contaminated soil, if there is any that is contaminated there may be a lot of soil that has to come out. Ms. Sciocchetti noted the Board does not have to accept that unit price. It was noted CT Male had done soil bores previously, and she does not expect contaminated soil. The thought was that if the soil is not the right kind of back fill, not to put it back again. The Board does not have to accept the unit price, they can negotiate that if necessary. Commissioner Waite questioned the removal of the oil tank and the soil surrounding it; there is no knowledge of the tank leaking. Brief discussion continued and it was noted that the replacement tank needs to be in before the old tank is taken out. Commissioner Spackmann noted that Porter Corners was originally built on a very tight budget, and now we are paying for those mistakes and past practices, which is why both Ms. Sciocchetti and Mr. Leary have been brought on board for this project, and that is why the Board is so concerned. Mr. Leary noted that the impact of having someone else remove the soil, rather than Rosch Brothers, is that there may be a delay factor. Ms. Sciocchetti noted that Rosch was given a pretty tight schedule for completion of the project; they have 90 calendar days to get them back in the building and 120 days for final completion of project and payment. She thinks that they are ready to start the project as soon as the Board gives the go ahead.

Commissioner Spackmann noted he would like to look at Rosch Brothers references to make sure they do quality work before making a decision. Ms. Sciocchetti noted that Rosch has been around a long time. Discussion continued regarding the necessity of doing a field visit; A/C Middlebrook noted most likely the references are only going to be those who were happy with the work done by Rosch. Mr. Leary questioned if there was any fiscal advantage to completing the project this year vs. next year; there was none. Commissioner Waite noted that it needs to get done as soon as possible or we are going to lose downstairs; the cellar is leaking. Brief discussion continued whether or not the bid should be awarded this evening, or if it can wait another week or so while the Board did some field

visits over the weekend. FF B. Bishop commented that he would make the same point as A/C Middlebrook, they are not going to put anybody on their reference list that would not give a good reference, and in that aspect, you may be wasting your time.

Ms. Sciocchetti noted that Rosch must give her all the submittals of the products that they are going to use, and their submittals must meet her specifications and she will not let them get away with it, and they will be in the field making sure they are actually using the products. She does give contractors an opportunity to make substitutions, but that had to come in writing and it must have been done during the bid phase process, which Rosch did not submit. She also noted that the specifications actually become the contract, and as soon as the Board gives the go ahead, she will ask for insurance and bonding information. She then fills out certain information in the contract and then she puts everything in the spec book. They then sign it and the Board's attorney needs to approve and sign it, then the Board signs the contract. Mr. Leary offered to look at their references, but it was decided that it was not necessary.

Brief discussion concerning the alternates and whether or not to accept some, all or none. As for the blacktop, A/C Middlebrook noted the plant is closing around November 15<sup>th</sup>. Commissioner Spackmann noted the Town has continued to be generous, but how much more can we expect from them? A/C Middlebrook spoke to Walt about it and he is willing to do the blacktop for the District.

## **RESOLUTION #288 TO AWARD THE BID FOR THE PORTER CORNERS FIREHOUSE EXTERIOR ALTERATIONS TO ROSCH BROTHERS, NOT ACCEPTING ANY ALTERNATES, TOTALING \$204,800.00.**

MOTION: Waite

SECOND: B. Chouinard

RESOLVED to award the bid for the Porter Corners firehouse exterior alterations to Rosch Brothers, not accepting any alternates, totaling \$204,800.00.

VOTE: All in favor, motion carried.

Ms. Sciocchetti noted that the Board would need to issue a letter to Rosch Brothers accepting their bid, but that she will be calling them tomorrow to let them know. Commissioner Waite requested Secretary Petkus to type one up; she noted she would but she might not get to it tomorrow as she is meeting with a representative from the office of the state comptroller. Joyce to also complete the form for the Department of Labor and get it over to them.

Ms. Sciocchetti handed back all the bids received, but she is keeping Rosch Brothers, and she will be sending that back to the Board shortly. Certified payrolls will need to be collected; Mr. Leary noted he will be contacting them to let them know they should go directly to him. Ms. Sciocchetti noted that when they submit their payment application, there will need to be deadlines for all of that and so she should get a copy of that first and that is when she will make her field visits. Mr. Leary will be on site pretty much every day checking on all that, but she will also have to sign off on the payment application. All the copies that the Board ended up paying for will come back, and anything not returned, the District will get the checks. A copy of the drawings is at the District office already, Commissioner Waite to get another copy. Ms. Sciocchetti asked if he would also like a copy of the specs; Commissioner Waite noted no as he honestly has not read them. Ms. Sciocchetti also noted that she and Mr. Leary talked about the copies of the submittals and there will be two copies, his copy will be turned over to the Board at the end of the project. Reminder that there is something for the lawyer to review and sign.

Mr. Leary questioned if there would be a snow issue; it was noted the Town plows the firehouse parking lot for us. He also asked about any requirements for parking; A/C Middlebrook noted they needed to have access to the truck bays and not to park in front of the bay doors. A/C Middlebrook noted that there is the field to the right of the pole barn where they can put the steel and stuff.

Ms. Sciocchetti noted there will be a pre-construction meeting scheduled with Rosch; she, Mr. Leary and Commissioner Waite should all be there. Rosch understands that per the contract this is a firehouse and is operational 24 hours per day.

Secretary Petkus questioned access for certain personnel. Discussion about possibly unlocking doors during certain hours each day. Mr. Leary to work out the details with Rosch Brothers.

Ms. Sciocchetti also noted that the Board is also going to have to coordinate the access system on the doors; it is not in the contract for the contractors to re-install. Secretary Petkus to coordinate with Center for Security. Rosch is also required to salvage 20% of the siding, which can be stored for future use. She is not sure if the push bars are going to be returned or not. She also commented that they have discovered, in doing this project, that the construction doesn't match the drawings from what they can see, so they do not really know what is going to happen when they start taking apart the walls, and so there is an allowance in the price if they need it. If it is never used, it comes back to the District.

Motion made by Commissioner Robarge 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 B. Chouinard to adjourn the meeting. All in favor.

Special meeting ended at 8:45 PM.

Respectfully submitted,

Joyce A. Petkus  
District Secretary