

Moeller Home Building Committee
Meeting Minutes - February 5, 2004
1:30 p.m. Community Center

Members present were Melvin McComber, Brian O'Connor, Chief Building Official; Kathleen Bagley, Director, Recreation and Parks Department. Staff member present was Salvatore Cucia, Assistant Director, Recreation and Parks Department.

Ms. Bagley opened the meeting at 1:30 p.m. She reported that Perry Cornwall and Laura Briggs had contacted her and could not make today's meeting.

1. Public Comments.

No public comments.

2. [Minutes - January 15, 2004.](#)

A motion was made to approve the minutes by Melvin McComber and seconded by Brian O'Connor. The motion passed unanimously.

3. Report on Meeting with Architect.

Ms. Bagley gave Committee members a summary of the meeting with the architect, Jim Bell. Present at this meeting were Laura Briggs, Nature Center Director; Salvatore Cucia, Assistant Director, Recreation and Parks Department and Kathleen Bagley, Director, Recreation and Parks Department. Ms. Bagley distributed meeting minutes taken by the architect for that meeting. Committee members reviewed the list of items the architect identified in the minutes as they pertain to the design of the Moeller Home. Mel McComber asked if a "walk through" for the Moeller Home could be scheduled once the preliminary design from the architect is available. Ms. Bagley stated that it would not be a problem to have a "walk through" at Moeller Home after the architect's preliminary plans. Ms. Bagley reported that the architect felt the preliminary plans would be available in one or two weeks.

She distributed a letter from the architect identifying the change in engineering firm to be used by Moser, Pilon, Nelson. The letter explained that the previously approved engineering firm of Beemis Associates will be unable to provide consulting engineering services for this project. In lieu of Beemis Associates, Moser, Pilon, Nelson proposed using the firm of L. M. G. Consulting Engineers of Wethersfield. This firm has had a long-standing relationship with Moser, Pilon, Nelson. They anticipate the same level of service as they would have received from Beemis Associates. Committee members had no problem approving the change in engineering firm for the Moeller Home renovation project.

4. New Business.

- a. Ms. Bagley reported that as soon as she receives the architect's preliminary design, a meeting will be set up for the Committee to review the plans. She felt that plans would be available within the next two weeks and recommended not waiting until the March meeting to review the plans. Committee members agreed to set up a meeting as soon as the plans become available to Ms. Bagley. Committee members reported that any day and time would be fine for this special meeting.
- b. Mr. O'Connor requested that we ask the architect if they can do a virtual tour on the computer of their design for the Moeller Home. Ms. Bagley will look into that request.
- c. Mel McComber requested we investigate the condition of the generator and determine if it will work and can be utilized in the project. Ms. Bagley will discuss the generator operation with the town's maintenance department.
- d. Committee members discussed the need for sprinklers in the building. Mr. O'Connor reported that after receiving the preliminary design, it would be appropriate to meet with the Fire Marshal to discuss this

issue.

5. Adjournment.

The meeting adjourned at 2:30 p.m.