

SPECIAL MEETING of the Burrillville Town Council held Monday, November 28, 2005 at 7:10 P.M. in the Council Chambers, Town Building, 105 Harrisville Main St., Harrisville, for and within the Town of Burrillville.

MEMBERS PRESENT: Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

MEMBERS ABSENT: None

New Business:

05-362 VOTED to open the correspondence from David Brunetti, Chairman, Callahan School Building Committee, regarding the Committee's request to provide an update on the project and their request that the Council discuss and act upon interim financing and a contingency buffer for the project.

Motion by Councilor Jacqueline Zahn. Seconded by Councilor Margaret L. Dudley. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

Discussion: Council President Wallace F. Lees asked David Brunetti,

Chairman, Callahan Building Committee, to address the Council. Mr. Brunetti distributed a project status and budget update, a copy of which is on file with the record of the meeting, and reviewed the processes related to the construction bid and hiring a Clerk of the Works. Mr. Brunetti reviewed and explained adjustments to the budget proposal.

Mr. Brunetti indicated that the Callahan Building Committee had reviewed a list of items to lower project costs and had eliminated many of the items. After these amendments, he said, the budget remains approximately \$120,000 over the pre-bid estimate. Mr. Brunetti said that the contractor has been asked to review the proposal and try to reduce the cost of some items. The architect is performing value engineering to try to further reduce the cost.

Mr. Brunetti said that the Callahan Building Committee would like to add/restore certain items to the project, i.e. roof work, the student drop off/turn-around site and building commissioning. They intend, he said, to seek grants for playground equipment. These matters would further change the proposed budget. Mr. Brunetti explained building commissioning, the role of clerk of the works, and the difference between the two. Councilor Nancy F. Binns indicated that building commissioning usually is performed at the end of the project.

Mr. Brunetti discussed increasing construction costs. He also

discussed items that had not been included in the base bid, i.e. roof work, that the Building Committee believes should have been included from the beginning.

There was discussion of the reasons that there was only one bidder for this project, such as the competition with other, larger projects and the fact that renovation projects are more difficult to work than new construction.

Councilor Margaret L. Dudley suggested that the project should be cut sufficiently to come in under budget. Councilor Dudley recommended that if the Committee wished to add an item such as roof work, then they should eliminate another item to balance the budget. Councilor Nancy F. Binns, liaison to the Callahan Building Committee, noted that the Committee has made significant cuts to bring the project to the current proposed budget. Councilor Binns pointed out that the \$7.5 million figure was determined three years earlier and that there have been substantial, unexpected increases in construction costs.

Mr. Brunetti said that the project included a ten percent contingency and asked the Town Council to consider providing a contingency buffer: additional money that would be available should it become necessary. Mr. Brunetti pointed out that some of the additional items could be added later in the project and that, if there was sufficient money in the contingency, it would be used to complete those items.

However, he said, if the contingency is used during the project, the Committee would have the buffer to fall back on.

Mr. Brunetti discussed the start date of the project, saying that construction during the winter of 2005/2006 would be more expensive than a Spring 2006 start date. He said he believed that the Building Committee would consider and vote on this matter at their next meeting.

Mr. Brunetti reviewed the items that were suggested as project deductions, identified those that had been removed, and explained those that had been maintained. Mark Brizard, member of the Callahan Building Committee, reviewed items that were not in the original scope of work and discussed why the Callahan Building Committee believed these items to be critical to the project. Among those items were the roof work, lead abatement in the classrooms and a clerk of the works.

Michael C. Wood, Town Manager, summarized. Mr. Wood said that the Callahan Building Committee had provided a comprehensive action list and given assurances that they would make additional project reductions where they could. Mr. Wood suggested that decisions on some items, such as building commissioning, could be delayed.

Mr. Wood recommended that the Council consider whether they were

inclined to add funds to the project. If so, he said, the Council could establish a dollar amount to be earmarked from the Town's major capital fund. This would provide the Callahan Building Committee with a budget with which they could work. Mr. Wood commended Mr. Brunetti and the entire Callahan Building Committee for their efforts in preparing this budget, pointing out that they have had to address nearly \$170,000 in unanticipated code work.

VOTED to authorize the Finance Director or Treasurer to appropriate/advance up to \$100,000 in funding from the Major Capital Fund to the Callahan Building Committee for a contingency fund for the purpose of constructing, reconstructing, equipping, furnishing, and associated infrastructure related to the Callahan School construction project.

Motion by Councilor Nancy F. Binns. Seconded by Councilor Jacqueline Zahn.

Further Discussion: Councilor William A. Andrews discussed undertaking two construction projects during difficult construction times. Councilor Andrews discussed dealing with unforeseen issues and the importance of protecting the Town's investment. Councilor Andrews pointed out that every project undertaken by the Town has been appreciated by the residents once it was complete, even when they have been slightly over budget.

The motion carried, six in favor, one opposed. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Ronald E. Faford and William E. Gonyea. Voting in opposition was Councilor Margaret L. Dudley.

05-363 VOTED to open the correspondence from Michael C. Wood, Town Manager, regarding a Town Council commitment of funding for the library project.

Motion by Councilor Jacqueline Zahn. Seconded by Councilor Ronald E. Faford. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

Discussion: Michael C. Wood, Town Manager, explained that the estimate for the library project was approximately \$7.5 million, which includes the library, the roadway, the clean-up and all associated site costs for the entire Stillwater project. Mr. Wood said that in order to secure OLIS (Office of Library and Information Services) funding there must be a commitment of funding by the Town Council at the time of the application to OLIS. Mr. Wood suggested that it would be in the Town's best interest to consider the commitment, submit the application and to obtain an OLIS commitment.

Michael C. Wood, Town Manager, recommended that the Town Council could loan \$2.2 million from the debt reduction fund, pointing out that this loan would eliminate the fund for the current and prior years, though there would be additional funds received in the future. Mr. Wood discussed the balance of the capital fund and the importance of staying within a framework of affordability. Mr. Wood noted that the Council had voted to commit \$350,000 to the clean-up but suggested that \$50,000 of that money be held back for coordination of the clean-up.

Councilor William A. Andrews pointed out that if that if the Council made the commitment but the project could not move forward there would be no cost to the Town. Details of the process were discussed.

Michael C. Wood, Town Manager, explained that the Town Council had appropriated approximately \$59,000 for the first phase of this project. Mr. Wood recommended that those funds be returned to the Major Capital budget.

VOTED to authorize the Finance Director or Treasurer to appropriate or advance up to \$2,200,000 in funding from the Debt Reduction Fund to the Library Building Committee for the purpose of planning, constructing, equipping and furnishing a Town Library and associated infrastructure. This appropriation may be used for site related work including but not limited to site remediation/cleanup, infrastructure, roadways and landscaping;

The Finance Director or Treasurer shall be directed to repay the Debt Reduction Fund up to the amount advanced from unrestricted revenues received, including but not limited to grants, loans, donations, federal and state assistance, or from other available funds received in conjunction with the Library Project. Money received through the efforts of the Library Fundraising committee will not be reimbursed to the Debt Reduction Fund unless specifically earmarked by the donor;

NOTE: This recommendation requires the affirmative vote of at least six (6) Councilors as provided in the Town Charter;

That \$59,347 of CIP appropriations restricted to the Library project be reallocated and available for other CIP projects.

Motion by Councilor William A. Andrews. Seconded by Councilor Margaret L. Dudley. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

Other New Business:

Council President Wallace F. Lees asked that the Town Council add an emergency item to the agenda related to naming the waste water

treatment facility in honor of Raymond D. George and naming the Burrillville ambulance building in honor of George E. Binns. Council President Lees noted that there would be a ceremony in honor of Mr. Raymond D. George on December 13, 2005, prior to the next Council meeting.

VOTED to add an emergency item to the agenda related to naming the waste water treatment facility in honor of Raymond D. George and naming the Burrillville ambulance building in honor of George E. Binns.

Motion by Councilor Jacqueline Zahn. Seconded by Councilor Margaret L. Dudley. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

VOTED to name the waste water treatment facility in honor of Raymond D. George.

Motion by Councilor William A. Andrews. Seconded by Councilor Margaret L. Dudley. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

Note: Councilor Nancy F. Binns recused from discussion and voting on the question of naming the Burrillville ambulance building.

VOTED to name the Burrillville ambulance building in honor of George E. Binns.

Motion by Councilor Wallace F. Lees. Seconded by Councilor Ronald E. Faford. The motion carried, six in favor, one recusal. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea. Councilor Nancy F. Binns recused.

VOTED to adjourn at 8:26 P.M.

Motion by Councilor Jacqueline Zahn. Seconded by Councilor Ronald E. Faford. The motion was unanimous. Voting in favor of the motion were Council President Wallace F. Lees, Councilors Jacqueline Zahn, William A. Andrews, Nancy F. Binns, Margaret L. Dudley, Ronald E. Faford and William E. Gonyea.

The meeting was taped. The tape is on file with the record of the meeting.

Louise R. Phaneuf

Town Clerk