

BRISTOL ANIMAL SHELTER CAPITAL PROJECTS COMMITTEE

Thursday, February 17, 2010

A meeting of the Bristol Animal Shelter Capital Projects Committee was held on Thursday, February 17, 2011 in the Bristol Town Hall, Ten Court Street, Bristol, Rhode Island.

PRESENT: Josue Canario, Chairman; John Lannan, Vice President; Diane Williamson, Director, Community Development; Julie Goucher, Finance Director, and Harold Tucker (left at 5:55 p.m.), members; members of the audience; no representatives of the press.

ABSENT: None

CALL TO ORDER:

Chairman Canario called the meeting to order at approximately 4:45 p.m.

APPROVAL OF MINUTES:

Ms. Williamson, seconded by Ms. Goucher, moved to approve the minutes of the January 13, 2011 meeting. The motion was unanimously approved, 5-0.

OLD BUSINESS:

Town Solicitor's comments on architect's contract. Ms. Williamson reported that she had received comments but she had not reviewed them in any great detail and suggested that she and Mr. Lannan form a sub-committee to make changes to the form, the timeline and interest rate charges. Mr. Lannan stated he had some issues with some of the content of the standard AIA contract which lean in favor of the architect, not the owner and not inclined to fully embrace this document.

The Solicitor has recommended that Item 12.8 on page 9, Legal fees, and page 10, Item 12.14, Construction cost contingency to cover error and omissions, be deleted. Mr. Lannan also noted that on Page10, Item 12.25, Project Scope, should state that the project scope will be a collaborative effort. Therefore, the need to edit the document and return to the architect via e-mail.

Ms. Williamson and Mr. Lannan will meet the beginning of next week and forward the changes to the Solicitor and then return the modified document to the architect.

Ms. Williamson stated that she would like a conceptual plan, in phases and in detail, for submission to the Zoning Board along with the architect's contract and a schematic. Relief from the Zoning Board regarding the setback, parking, drainage, road improvements, all connected to the building, is necessary. The Planning Board could then initiate a Technical Review Committee to meet within the next thirty days. It was agreed that it was important to get the architect under contract to keep the project moving forward.

It was also suggested that the application to the Town Council for the road abandonment would be made following the review by the Planning Board. The submission to the Council would coincide with an update on the project as requested by the Town Council president.

With regard to Saint Gobain, Mr. Lannan reported he had received an e-mail indicating Saint Gobain had agreed to the road abandonment. Ms. Williamson will craft an agreement in collaboration with the Town Solicitor between the Town and Saint Gobain.

It was agreed to attempt to finalize and commit to the architect's contract prior to the March Capital Projects Committee meeting and make him aware of what is needed for the first Technical Review Committee meeting. Also, progress is to be made on a timeline to be presented to the Town Council.

The next item under Old Business to be discussed was the revisions from the site engineer showing the area for development. The site plan as submitted by Ron Blanchard of Site Engineering was forwarded to the architect who agreed that the footprint of the 8,900 sq. ft. building, would work. Mr. Lannan suggested that the members of the Friends Group participate in the revised schematic drawing and a meeting with the architect.

The CPC was questioned by a member of the Friends Group if the site being discussed is final. Dyanne Gibree reported that the Friends Group had approached Representative Raymond Gallison with regard to speaking again with the DEM of the sites at Colt State Park who promised the assistance of persons in the governor's office to again investigate that option. Ms. Gibree spoke of the original concept of this project which was to place it away from the Town landfill.

A lengthy discussion followed with regard to a site formally considered, and it was agreed that the CPC was obligated to await an answer from Representative Gallison regarding the Colt Park sites. Ms. Williamson requested that the CPC be given a map of the two sites in Colt Park with details of feasibility, a timeline of how long it would take for the land to be made available, a ballpark spreadsheet of the sites layering in the cost and size of the building. Chairman Canario stated he would contact Representative Gallison directly in an attempt not to have the project stalemated and request that an

answer be forthcoming within a reasonable length of time.

The next item for discussion was the review of the cost for construction of a driveway from Metacom Avenue, apart from the current landfill.

Mr. Lannan reported he had spoke with Mr. Blanchard, and from past experience of constructing roads including a retaining wall, guard rails, underground drainage, etc., and 650 ft. roadway from Metacom Avenue would cost approximately \$125,000 which does not include the design, engineering, blasting or permit fees. The estimated cost of the site package and bringing utilities from Minturn Farm Road, paving, landscaping, handicapped parking, etc. would be approximately \$140,000, including a paved road with a Cape Cod berm. Mr. Lannan also stated there is known to be ledge in the area, and the estimates were made without a plan.

Chairman Canario questioned if the Solicitor's office had reviewed previous capital project committee contracts. Ms. Williamson will review the previous contracts for comparison when reviewing Architect Freeddenfeld's contract.

Chairman Canario stated that the CPC is looking to building a shelter that is best for the community, is user friendly and community oriented, but agree not to slow down the process but to move forward. Representative Gallison will be requested to provide an answer within the next thirty days. Ms. Williamson and Ms. Goucher both noted that an estimated end date is needed, and a great deal of time and energy have already been invested in the project.

In order to guarantee an entrance from Metacom Avenue to the Friends Group it may be necessary to be flexible with the size of the building, depending on the costs for a 1.5 million dollar building with \$500,000 for site engineering including an entrance from Metacom Avenue which appears to be within the budget.

The Friends Group requested that the CPC ask the architect to include the road on the design/build plan.

Ms. Goucher, seconded by Mr. Lannan, moved for the CPC to go forward with the architect's contract, the meeting with the Town Solicitor and keeping open with the Friends Group information that they bring forward as far as sites but proceed with scheduling the architect.

The motion was unanimously approved, 4-0.

INVOICES: None at this time.

FUNDRAISING/GRANTS:

On Saturday February 26 at 2:00 p.m. the Roger Williams University theatre group will give a performance, proceeds to benefit the animal shelter.

The next meeting of the Bristol Animal Shelter Capital Projects Committee will be held on Wednesday, March 16th at 4:30 p.m. in the Conference Room of the Bristol Town Hall.

There being no further business to discuss, Ms. Williamson, seconded by Ms. Goucher, moved to adjourn at approximately 6:30 p.m. The motion was unanimously approved, 4-0.

Respectfully submitted,

Dorothy S. Viera  
Recording Secretary