

Salisbury/Sharon Resource Recovery Authority

Transfer Station Building Committee (TSBC)

Wednesday, April 18, 2018 at 5:30 p.m.

Salisbury Town Hall

NOTE: Minutes are considered *DRAFT ONLY* until reviewed and acted upon at the next regular meeting.

In attendance: Curtis Rand, Ed Reagan, Dale Jones, Charlie Kelley, Jim Vaughn, John Perotti, Bob Plummer, Tom Bartram, Malcolm Brown

Meeting was called to order by C. Kelley at 5:32PM

Approve Agenda: D. Jones moved to approve the agenda, J. Perotti seconded this motion and all others were in favor.

Approve Minutes of the February 21, 2018 Meeting: M. Brown moved to approve the meeting minutes, D. Jones seconded this motion and all others were in favor.

Update from Kevin Grindle of Anchor Engineering

An Email from K. Grindle was distributed and read aloud to all by C. Kelley. The email detailed updates as to Anchor's status on the Transfer Station Project.

- a) Mechanical/Electrical and Plumbing design plans are scheduled to be completed the week of April 23. Currently working with Atlantic Recycling to finalize waste compactor sizing. MEP Plans to be reviewed with staff prior to being released for bidding.
- b) Architectural Design Plans are scheduled to be completed the week of April 23. Focus is on wrapping up design details on maintenance building, compiling design plans for material storage building and canopy structures on site. *Outstanding Items: determining cupola/roof locations and sizing.*
- c) Proceeding with structural design for retaining walls, canopies, concrete deck units, building foundations and maintenance building mezzanine. Work to finalize these is ongoing, expected completion in 3-4 weeks.
- d) Technical Specifications for all items contained on the job have been drafted and final edits are being made. Specification package anticipated to be completed in 1-2 weeks.
- e) Contract Documents for project must be in compliance with USDA funding source requirements. Currently, documents are being updated and a revised package will be sent to USDA for technical review within 1-2 weeks.

- f) State of CT Prevailing Wage Rates will be requested from the CT Dept. of Labor prior to bidding and these rates will be incorporated into bid package.

Anchor anticipates reviewing plans and documents a final time with Town Staff, but requests the TSBC authorizes project to be sent to bid so that upon completion of final documents and authorization from USDA, the Invitation to Bid may be published. C. Rand noted that STEEP approval will also be needed, but does not anticipate an issue as long as USDA approval is obtained.

Approve plans to start new Transfer Station bidding process: Motion by B. Plummer to recommend to SSRRA that once plans are approved they will be sent to bid. Motion seconded by Ed Reagan, all were in favor. A SSRRA meeting will be held next Wednesday 4/25 at 5:00PM to officially approve the plan.

Comments from members: C. Rand spoke about the request for a staff bathroom upstairs, in addition to the one for the public. By law, one handicap accessible bathroom has to be upstairs. There will be one with a shower downstairs in case of a spill/emergency need. We will put an additional staff bathroom in the plan, if bids come in too high, it will be pulled.

D. Jones commended and thanked the longtime volunteers to the project for their time, research, and commitment. Congratulations on a job well done.

An email from Rod Lankler was received also congratulating and thanking the committee.

This project is 15 years in the making...began plans in 2003. TRAC began even earlier.

Comments from public: Congratulations, job well done.

Adjourn: C. Kelley made a motion to adjourn. D. Jones seconded the motion, all were in favor.

Meeting adjourned at 5:53PM

Tabitha Brewer

Recording Secretary

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