

**RECORD OF EMERGENCY MEETING
ELLSWORTH CITY COUNCIL**

DATE: JUNE 1, 2018

TIME: 8:00 AM

PLACE: ELLSWORTH CITY HALL COUNCIL CHAMBERS

**CITY COUNCIL PRESENT: BEATHEM, BLANCHETTE, CROSTHWAITE,
FORTIER, HAMILTON, HUDSON, AND MOORE.**

CITY COUNCIL ABSENT:

**KEY SPEAKERS PRESENT: CITY MANAGER DAVID COLE, JENN MADORE,
RICHARD TUPPER, GARY SAUNDERS, STEVE JOYAL, MICHAEL HANGGE,
AND HEIDI GRINDLE.**

Call to Order.

Chairman Blanchette called the emergency meeting of the Ellsworth City Council to order at 8:00 AM.

Council Order #061800, Request of the City Manager to enter into an agreement with Maine Fire Protection to replace the fire alarm panel and other associated costs at Ellsworth City Hall in the estimated amount of \$20,000.

Chairman Blanchette stated per the City Charter the record of the proceedings deemed to constitute the emergency is to discuss the possible purchase of a replacement for the failing fire alarm panel in City Hall. David Cole, City Manager noted he recently became aware at the end of last week that there were issues with the City's fire alarm panel and system. Over the long weekend the problems became worse. Only about half of the zones within City Hall have operating fire alarms at this point. The panel itself has been condemned by the inspector, it continues to fail, and they are not even positive it can support any of the zones within the building. This situation warrants an emergency. Maine Fire Protection Systems currently handles the fire and security systems both at City Hall and the Moore Center. They have provided a quote within attachment #1 to conduct the necessary repairs on an expedited basis at a cost of \$16,890.00. Cole would like to request authorization to expend up to \$20,000 to cover this agreement plus any other potential issues that might be discovered during the installation. The elevator service will also need to make some adjustments. Cole furthered noted the Finance Director would need authorization to withdraw up to \$20,000 if needed from the City Hall Capital Reserve Account to cover those costs. Councilor Hudson inquired if this was a template quote because at the bottom of the quote it states the project must commence within 6 months and be completed in 1 year from date of proposal. Hudson wondered if Maine Fire Protection Systems was planning on conducting this work immediately or if they really planned on giving themselves up to 6 months to begin the work. Steve Joyal, Facilities Manager stated the work would be completed immediately. It will take less than a week to receive the equipment and then they will assign the project to staff. The work will take approximately two days to complete. Hudson concluded that expectation must just be included in all of their quotes. The plan is to receive the parts as an emergency shipment. Councilor Fortier noted he appreciated the Chairman scheduling an emergency meeting to

Call to Order.

Approved - Council Order #061800, authorize the City Manager to enter into an agreement with Maine Fire Protection Systems to replace the fire alarm system at a cost not to exceed \$20,000 including other incidental expenses, and authorize the Finance Director to withdraw up to \$20,000 from the City Hall Capital Reserve Account to fund these improvements.

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authorize this purchase and replacement. This type of emergency generally requires a business to shut down until repaired or to sign a memorandum of understanding on a corrective action plan, if the Fire Inspector had discovered this failure at any other business. Fortier was in full support of this project and felt this was the correct company to conduct the work and appreciated this process being handled per the City's Procurement Policy. The majority of the equipment is proprietary and this is a top notch company. Chairman Blanchette inquired what was meant by "notification head and equipment will be upgraded but existing notification devices will remain unless sync issues arise". Michael Hangge, Fire Inspector explained there could potentially be synchronization issues with the emergency strobe light system. They are planning to leave that equipment as is unless there are synchronization issues, at that point it may warrant that piece being upgraded as well. Hangge provided a technical explanation on how the systems should work together. Blanchette clarified if the up to \$20,000 requested amount would be sufficient for replacing this module, panel, and testing requirements. Joyal will contact Maine Fire Protection System to confirm the pricing in the event the strobe lights need to be upgraded as well. Councilor Hamilton inquired if the company is on site and realizes the strobe lights need to be addressed what would be the timeline to receive the necessary parts. Joyal believed those are pretty readily available. The parts that take longer to receive are the components of the fire panel, smoke and heat detectors throughout the building and the synchronization aspects. Joyal stated the main reason to stay with the same company is for consistency and to avoid future issues with one company servicing another company's equipment. Cole noted as City Manager he would have authority to approve additional costs up to \$10,000 in the event any unforeseen circumstances were identified. The additional costs could be brought before a future Council meeting to withdraw from the Reserve. Cole was comfortable with the not to exceed \$20,000 figure. Fortier noted the benefit to this project is City Hall will now have carbon monoxide detectors in the Firefighter's sleeping quarters; that type of system has never been available in the building before. Joyal explained the current system is not an addressable system and the upgraded version will contain that important feature. Joyal explained what an addressable system is. The upgraded system will bring the City into compliance with the newest codes and will also reduce the number of calls a technician will need to respond to at City Hall. This will be a cost saving feature as well. The current system was installed in 1999 and is approximately 20 years old. The new system contains the most up to date technology and is not a save over from five or six years ago.

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AND HEIDI GRINDLE.**

On a motion by Fortier, seconded by Beathem, it was unanimously

RESOLVED to approve Council Order #061800, authorize the City Manager to enter into an agreement with Maine Fire Protection Systems to replace the fire alarm system at a cost not to exceed \$20,000 including other incidental expenses, and authorize the Finance Director to withdraw up to \$20,000 from the City Hall Capital Reserve Account to fund these improvements.

Adjournment.

On a motion by Fortier, seconded by Moore, it was unanimously

RESOLVED to approve adjournment at 8:14 AM.

A TRUE COPY

**ATTEST: _____
HEIDI-NOËL GRINDLE**

**Approved -
Adjournment at 8:14
AM.**