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BY: LK

Fire House #2 Building Committee



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**FIRE HOUSE #2 BUILDING COMMITTEE REGULAR MEETING
26 JULY 2017**

**NOTE: THESE MINUTES ARE SUBJECT TO CHANGE AND APPROVAL AT
A FUTURE MEETING OF THE COMMITTEE**

CTO

Chairman Rich McCarty called the meeting to order at 7:33 p.m. In attendance were Committee Members Kevin Czarnecki (by phone), Ron Hitter, Ross Tartell and David Waters. Also in attendance were Fire Chief Ronald Kanterman, Chris Burney, Facilities Director of the Town of Wilton and Dave Chaloux.

MINUTES

Mr. Hitter made a motion to approve the minutes of the June 28, 2017, July 18, 2017 and July 19, 2017 meetings. The motion was seconded by Mr. Tartell. Motion carried 5-0.

PUBLIC COMMENT

There was no comment by members of the public.

BUDGET UPDATE AND ACCOUNTING

There was no update to the budget or accounting.

STATUS OF WATER SUPPLY

The adjoining property owner is looking for a copy of their updated survey which shows the location of their geothermal wells. Mr. Burney will contact Doug Faulds to see if he has the most recent survey. The next step will be to meet with the property owner at the property to ascertain the possible location for the water line which would avoid the geothermal wells and not adversely affect the trees on the property. Mr. Burney will also contact the Land Trust to confirm the possible location of the water line from the well to the edge of its property. Mr. Tartell and Mr. Hitter will continue to follow up with the

adjoining owner. Mr. Burney will also review ownership of the property across the street from the Land Trust property in case that is to be considered as the alternate location for the water line.

A motion was made by Mr. Waters and seconded by Mr. McCarty to authorize Mr. Burney to prepare an RFP for installation of the water line between the well location on the Land Trust property and Fire House #2, with alternates for possible water line locations based on property rights and field conditions. Motion passed 5-0.

REVIEW OF RFP RESPONSES

Mr. Waters disclosed that he had utilized the services of Rob Sanders, one of the responders to the RFP, for work on his residence, and further advised the Committee that because he had not participated in three of the four candidate interviews (including that of Mr. Sanders) he would abstain from voting on this matter. Mr. Czarnecki disclosed that he knows people who were employed at Silver/Petrucelli but that he did not believe it would affect his ability to impartially assess the responses.

The Committee reviewed the materials presented by the four responders, their assessments from the oral interviews of all four responders, and their reference checks of two responders.

EXECUTIVE SESSION

At 8:20 p.m. the meeting went into Executive Session to discuss pricing and contract terms with respect to responders to the RFP. The Committee invited Chief Kanterman, Mr. Burney and Mr. Chaloux to participate in the executive session. At 8:39 p.m. the Committee came out of Executive Session. No action was taken in the Executive Session.

REVIEW OF RFP RESPONSES (CONTINUED)

A motion was made by Mr. McCarty and seconded by Mr. Hitter to rank Rob Sanders Architects LLC as first choice and Silver/Petrocelli + Associates as second choice to provide the services described in the RFP, and to make that recommendation to the Board of Selectmen. Motion passed 4-0-1 (Mr. Waters abstaining).

TIMELINES AND MILESTONES

The Committee noted that the actions of this meeting are consistent with the timeline and milestones the Committee contemplated.

REVIEW OF NEXT MEETING AGENDA TOPICS

The Committee noted that the Board of Selectmen will next meet on August 7, 2017 and that the next meeting of the Committee will be on August 9, 2017.

The Committee further agreed that topics that will be included in the agenda for the next meeting will be the same topics as those of the current meeting, and that the agenda will include a review of the considerations by the BOS of the Committee's recommended selection of the responders to the RFP (with a possible executive session to discuss contract matters following that review). Other topics may be added to the agenda as the Committee deems appropriate, subject to notice requirements.

PUBLIC COMMENT

There was no comment by members of the public.

ADJOURNMENT

At 8:46 p.m., a motion to adjourn the meeting was made and seconded and passed 5-0.

Respectfully submitted,

David Waters, Acting Recording Secretary

