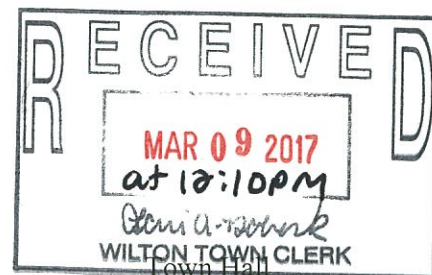


Fire House #2 Building Committee



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**FIRE HOUSE #2 BUILDING COMMITTEE REGULAR MEETING  
08 MARCH 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 7:36 p.m. In attendance were Committee Members Kevin Czarnecki, Ron Hitter, Ross Tartell and David Waters. Also in attendance were Chris Burney, Facilities Director of the Town of Wilton and Fire Chief Ronald Kanterman.

**MINUTES**

Mr. Waters made a motion to approve the minutes of the February 22, 2017 meeting. The motion was seconded by Mr. Hitter. Motion carried 5-0.

**PUBLIC COMMENT**

There was no comment by members of the public.

**FOIA ISSUES**

Mr. Burney informed the Committee that there will be a follow up presentation prepared by Town Counsel with respect to FOIA compliance at a date and time to be determined. Members of all commissions and committees will be invited to attend, or to view the presentation by cable TV or online.

**BUDGET**

Mr. Burney informed the Committee that he had recently updated the Board of Selectmen relative to capital bonding projects, and at least one of the BOS members expressed concern as to the adequacy of the Fire House #2 budget based on the inability to satisfy all items on the Statement of Requirements. Mr. Burney was asked to provide a copy of

the Committee's priority list, and was asked what additional improvements could be achieved with additional funding.

Mr. McCarty noted that the Committee has not formally reported to the BOS recently, and will ask First Selectman Vanderslice if she would like the Committee to attend a future BOS meeting to report on current status and answer any questions. Chief Kanterman will research the date when the \$1 million placeholder was established, since costs have increased in the intervening years but no resulting increase in the budget placeholder has occurred. Mr. Burney indicated that to fully complete the SOR the total cost would be approximately \$3 million, but that a budget of \$2 million would allow a significant and meaningful improvement to the facility to occur.

### **REVIEW OF PRIORITIZATION OF SOR**

Mr. Burney reported that the Town is looking into a permanent upgrade to the internet facilities available at Fire House #2. He has sent a request to CTDOT inquiring as to whether they would install traffic warning signals at this location since it is a state road – he has received an acknowledgement of receipt of his communication but not a response. He has also looked at the front of the building and believes that there is a way to address the need to increase bay door heights to accommodate current and future vehicles.

### **DISCUSSION OF RFP PROCESS**

Mr. Burney provided a copy of the prior RFP for the project. Previously three responses were received, and Mr. Burney recommended reaching out to them for updated proposals. Chief Kanterman suggested that there may be a couple of additional potential firms to consider, and the Committee agreed that it would be preferable to open up the process again. Chief Kanterman will provide Mr. Burney with the names of the firms he is thinking of. The Committee thereafter reviewed the prior form of RFP and authorized Mr. Burney to make the appropriate changes and to send it out.

### **PUBLIC COMMENT**

There was no comment by members of the public.

### **REVIEW OF NEXT MEETING AGENDA TOPICS**

The Committee agreed that topics that would be included in the agenda for the next meeting would be an update on the budget, an update on the RFP process and a discussion of the proposed improvements proposed for the Land Trust property so as to provide water to the site. Other topics may be added to the agenda as the Committee deems appropriate, subject to notice requirements.

### **ADJOURNMENT**

At 8:37 p.m., a motion to adjourn the meeting was made and seconded and passed 5-0.

Respectfully submitted,

David Waters, Acting Recording Secretary

