

Fire House #2 Building Committee



Town Hall
238 Danbury Road
Wilton, Connecticut 06897
Tel: (203) 563-0100
Fax: (203) 563-0299

**FIRE HOUSE #2 BUILDING COMMITTEE ORGANIZATIONAL MEETING
5 APRIL 2016**

CTO

Chris Burney, Facilities Director of the Town of Wilton, called the meeting to order at 7:00 p.m. In attendance were Committee Members Kevin Czarnecki, Ron Hitter, Richard McCarty, Phil Reeves, Ross Tartell and David Waters. Also in attendance were Fire Chief Ron Kanterman and Dave Chaloux.

ELECTION OF OFFICERS

Mr. Burney noted that the first order of business of the Committee is the election of a chair and a secretary from among the voting membership. After discussion, Mr. Reeves made a motion to elect Mr. McCarty as Chairman, which motion was seconded by Mr. Waters and carried 6-0. Mr. McCarty made a motion to elect Mr. Waters as Secretary, which motion was seconded by Mr. Czarnecki and carried 6-0. Mr. Burney thereafter turned over the meeting to Chairman McCarty.

**DISCUSSION OF PROJECT HISTORY, REVIEW OF CHARGE FROM BOARD
OF SELECTMEN AND OPEN DISCUSSION**

The Committee members expressed a goal to reach consensus on all matters subject to a vote, resulting in unanimous voting by all Committee members. If a Committee member dissents in any vote their reasons shall be noted in the minutes.

Chairman McCarty and Mr. Burney will confirm that the proceedings before the Committee shall be governed by Robert's Rules of Order.

The Committee expressed a desire to provide enhanced notice of Committee meetings so that interested parties, including neighbors of Fire House #2, are aware of the Committee's activities. A discussion ensued as to the use of sandwich boards that might be located at Fire House #2 and at Town Hall to announce future meetings.

Mr. Burney noted that a Statement of Requirements dated April 14, 2015 and a draft Request for Qualifications and Proposals for Architectural and Engineering Services had been provided to Committee members. These documents are not binding on the Committee but may be considered by the Committee as a basis to start discussions.

Mr. Burney and Mr. Czarnecki provided background with respect to Fire House #2. The property is one half acre in size. The current Fire House was built in the 1950's and an addition was made in 1992-1993. The property has experienced severe septic system issues as a result of the size of the parcel and the extent of bedrock, and is currently served by an engineered system. In the 1990's the well location was moved; in 1996 it was determined that the water was not potable; and in 2013 radon and chloride were found to exist in the water. These elements may be addressed by "flushing", but that would potentially result in a greater demand on the septic system.

A discussion ensued as to the need for a Fire House in this location. Chief Kanterman reported that it is a necessity to have a Fire House located in the north end of Wilton and that this is an excellent location geographically. Further discussion occurred with respect to the possibility of future regionalization of service in this area, and the Committee agreed that as part of its review it will consider whether future regionalization is feasible and, if so, how that may impact the Committee's determinations with respect to this Fire House.

Chief Kanterman suggested that the Statement of Requirements may need to be revisited and possibly expanded. The Committee noted that the SOR should indicate future projected needs based on call volumes, future construction, etc. Chairman McCarty requested that Chief Kanterman review and propose modifications to the SOR for review at the next Committee meeting.

The Committee questioned one of the stated objectives in the charge to the Committee from First Selectman Vanderslice with respect to the Committee's expenditure authorization procedures and levels. Mr. Burney agreed to obtain clarification of this objective, but stated that the selection of architects and engineers is within the Committee's power within a total budget of \$90,000.

Mr. Burney agreed to obtain data with respect to water and septic existing conditions and capacity and limitations to enhancing these services. The ability to address limitations on these services will in large measure shape the discussions of future improvements to this property.

Mr. Hitter agreed to provide information as to the anticipated ambulance traffic volumes in order to assess how those needs might be addressed at Fire House #2. The Committee also agreed that because this is a long term improvement, as part of the project review an assessment should be made of potential needs for storage of emergency supplies and the needs of the Wilton Police Department and CERT.

The Committee agreed that all materials and communications may be disseminated through the Town of Wilton email boxes that have been set up and do not need to be sent through the Chairman.

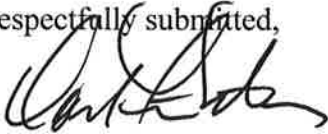
ESTABLISHMENT OF MEETING CALENDAR

The Committee agreed that the next meeting will occur on April 19, 2016 at 7:30 at a location to be determined. The Committee decided not to adopt a calendar of future dates for the time being.

ADJOURNMENT

At 8:47 p.m., a motion to adjourn the meeting was made and seconded and passed 6-0.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "David Waters", written over the text "Respectfully submitted,".

David Waters, Acting Recording Secretary