

2017 JUN 23 A 8:55

BY: LK

Fire House #2 Building Committee



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**FIRE HOUSE #2 BUILDING COMMITTEE REGULAR MEETING
21 JUNE 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 Fire Chief Ronald Kanterman and Mike Blatchley.

MINUTES

Mr. Tartell made a motion to approve the minutes of the May 18, 2017 meeting. The motion was seconded by Mr. Hitter. 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 and accounting of the project.

**STATUS OF REQUEST FOR PROPOSALS FROM ARCHITECTS AND
ENGINEERING FIRMS**

A report from Mr. Burney was reviewed in which he indicated that the number of responses to the RFP, due the day of this meeting, was light but it was not clear to the Committee as to the exact number of responses received. The Committee determined that if in Mr. Burney's professional judgment there has been a sufficient response for the Committee to act upon then the proposals should be distributed to the Committee members and the Committee would proceed to evaluate the proposals received, and if

Mr. Burney feels that the response is not adequate then the RFP will be reissued. Mr. McCarty will discuss this with Mr. Burney and ask Mr. Burney to proceed accordingly.

STATUS OF WATER SUPPLY

The Committee further reviewed Mr. Burney's report and specifically the discovery of a possible right of way that could be used as the location for the water line. A Class A-2 survey will be required to determine a feasible location and to approach a nearby homeowner if an easement under a portion of their property is desired. Mr. Hitter knows the homeowner and will ask them if they are willing to consider granting an easement and whether they have a current survey of their property so that we can evaluate a least impactful location.

STATUS OF SURVEY DRAWINGS

Mr. Burney further reported that he had discussed surveying needs with Doug Faulds, who will provide a proposal once the scope is determined. Mr. Waters has worked with Mr. Faulds and will discuss the scope of the project with him.

WILTON LAND TRUST EVENT

The Wilton Land Trust is having an event near Fire House #2 on August 12, 2017. The Fire House will provide a table at the Fire House so that the Land Trust can serve iced tea and cookies, and it will be a good opportunity to invite the public to see the condition of the building. The Committee agreed that the Land Trust has been extremely helpful in its willingness to assist the Town with the location of a water supply and that providing this assistance to their event is highly appropriate.

REVIEW OF NEXT MEETING AGENDA TOPICS

The Committee agreed that it will meet on the scheduled meeting date of June 28, 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 further agenda items will be a review of the responses to the RFP and a review of the Committee's work process and timelines. Other topics may be added to the agenda as the Committee deems appropriate, subject to notice requirements.

PUBLIC COMMENT

Chief Kanterman requested that future agenda items be transmitted by members of the Committee to Mr. McCarty as Chairman, and from him to the staff preparing the agenda, to eliminate confusion and possible missed items. The Committee agreed that this was appropriate.

ADJOURNMENT

At 8:08 p.m., a motion to adjourn the meeting was made and seconded and passed 5-0.

Respectfully submitted,

David Waters, Acting Recording Secretary

