

Police HQ - Town Campus Facility
Building Committee



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

**POLICE HQ – TOWN CAMPUS FACILITY BUILDING COMMITTEE
REGULAR MEETING
15 MAY 2019**

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

CALL TO ORDER

Co-Chairman David Waters called the meeting of the Police HQ-Town Campus Facility Building Committee (Committee) to order at 6:37 p.m. In attendance were Committee Members Co-Chairman Patti Temple, Kathy Poirier (by phone), David Johnson, Matthew Bezanson, and Keith Fordsman and John Suchy. In addition, First Selectwoman Lynne Vanderslice, Chief John Lynch, Captain Robert Cipolla, Captain Thomas Conlan of the Wilton Police Department and Mr. Christopher Burney, Director of Public Works and Facilities were in attendance. Anthony DiLuzio of Collier's was present.

ACCEPTANCE OF MINUTES

Co-Chairwoman Temple made a motion to accept the April 10, 2019 minutes as presented and Mr. Fordsman seconded the motion. The motion passed 7-0.

PUBLIC COMMENT

There was no public comment.

REGIONALIZATION UPDATE

First Selectwoman Vanderslice presented an update on the status of the "regionalization" issues under review by the legislature and the governor's office. While the legislature remains in session, at this time, there does not appear to be much in the way of legislative action contemplated. It was the consensus of the committee that this should be continued to be monitored, but that the committee would proceed with its planning and action.

OPM CONTRACT

Mr. DiLuzio reported that the contract was with his company and that it would be given to Mr. Burney later this week. Mr. Burney stated that any delay with the contract was not caused by any substantive matter or issue.

PROJECT SCHEDULE REVIEW AND ACTION ITEMS

Mr. DiLuzio presented the committee with an initial draft schedule of the Police/Town Hall project, including timelines and some cost estimates. After a lengthy discussion among the committee members, police officials, First Selectwoman Vanderslice, and Mr. DiLuzio, a series of motions were made as follows:

Mr. Johnson made a motion to authorize Colliers to solicit proposals for site surveying services for town hall for an amount not to exceed twenty-four thousand, nine hundred, ninety-nine dollars (\$24,999.00). Mr. Fordsman seconded the motion. After discussion, the motion passed 7-0.

Mr. Fordsman made a motion to authorize Mr. Burney, in his capacity as Director of Public Works and Facilities, to solicit and engage a company for a structural analysis of town for a sum of less than five thousand dollars (\$5000.00). The motion was seconded by Mr. Johnson. The motion passed 7-0.

Mr. Fordsman made a motion to authorize Colliers to solicit proposals for a geotechnical engineering survey for the town hall campus for a sum not to exceed twenty-four thousand, nine hundred, ninety-nine dollars (\$24,999.00). The motion was seconded by Mr. Johnson. The motion passed 7-0.

Mr. Fordsman made a motion to authorize Mr. Burney, in his capacity as Director of Public Works and Facilities to solicit and engage Mr. Humes of Jacunski Humes Architects, LLC to develop conceptual plans for the expansion of the town hall structure to include the police building for a sum not to exceed ten thousand dollars (\$10,000.00). The motion was seconded by Mr. Johnson. Discussion ensued. It was the consensus of the committee that Jacunski Humes Architects had unique experience with the town and unique knowledge of this project and the scope of the work being requested. The motion passed 7-0.

Mr. Fordsman made a motion to authorize Colliers to prepare a RFQ for the design services through design development for the town-hall police campus building project to include full architectural and engineering services. The motion was seconded by Co-Chairwoman Temple. The motion passed 7-0.

RECORDS RETENTION

Co-Chairwoman Temple reports that she will be meeting later this week with an official from the State Library as it relates to the records retention laws and protocols.

MEMBER COMMENT AND PUBLIC COMMENT

There was no further member comment nor was there any public comment.

NEXT SCHEDULED REGULAR MEETING

The next scheduled regular meeting of the committee will be June 12, 2019 at 6:30pm at the Wilton Town Hall.

ADJOURNMENT

Chairman Waters made a motion to adjourn, seconded by Co-Chairwoman Temple. The motion passed 7-0 and the meeting was adjourned at 8:50pm.

Respectfully submitted,

John Suchy, Recording Secretary