

Police HQ - Town Campus Facility  
Study Committee



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

**POLICE HQ – TOWN CAMPUS FACILITY BUILDING COMMITTEE SPECIAL MEETING\***  
**October 22, 2019**  
**5:00pm, Comstock Community Center, Room 14**

*\*This meeting was noticed as a Police-Town Hall Building Committee meeting because both of its Co-Chairs were going to be in attendance due to it being the kick off meeting with Tecton Architects who had just been selected by the committee and approved by the Board of Selectman. However this was technically the initial meeting of the project's Working Group and the Co-Chairs are not members of that group. The Working Group is made up of representatives of Colliers, Tecton Architects, the Wilton Police Department and Chris Burney and does not include any members of the building committee.*

**Working Group members present:** Robert Bordier, Tony DiLuzio, Marc Sklenka (Colliers Project Leaders); Jeff McElravy, Rebecca Hopkins (Tecton Architects); John Lynch, Rob Cipolla, Tom Conlon (Wilton Police Department)

**Absent:** Chris Burney (Town of Wilton – Director of Public Works & Facilities)

**Others present:** Patti Temple, Dave Waters (Co-chairs, Police-Town Hall Building Committee)

The meeting was called to order at 5:10pm by Dave Waters.

**The conceptual design phase of the project was discussed, including:**

Contract – Marc Sklenka and Jeff McElravy are working on the details of the contract.

Scope of engagement – Two conceptual designs with costs--renovation + addition and new construction--are due January 8, 2020. Tecton will also assist with materials and activities for informing and educating the public leading up to the May 2020 referendum.

Deliverables – Updated program information, drawings and designs and explanations of designs' cost effectiveness and space efficiency will be provided.

Procedures – The working group will meet weekly and hold additional meetings as necessary (ie with DPW, WFD, Animal Control, EMS).

Site data – Existing reports will be shared with Tecton.

**Public comment:** None

**Member comment:** None

A motion to adjourn at 6:40pm was made by Dave Waters, seconded by Patti Temple and passed.

Respectfully submitted,  
Patti Temple, Acting Recording Secretary