

The Fire Station Building Committee
A Sub-Committee of the Board of Selectmen

Draft Minutes of Meeting of August 30, 2005

A meeting of the **Fire Station Building Committee** was held on Tuesday, August 30, 2005, in room #16 at Center School, Meetinghouse Lane, Woodbridge, Connecticut.

Call to Order: Chairman Calistro called the meeting to order at 6:02 p.m.

Members Present: Chairman Joe Calistro, Vice Chairman Dwight Rowland, Paul Antinozzi, Louisa Cunningham, Chief Andrew Esposito, Steve Francis, Beth Heller, Peter Hershman, David King, Jim Urbano

Members Absent: None

Also Present: David Stein & Dean Petrucelli, Silver/Petrucelli; Michael Harkin, Site Development; Sandy Stein, Jim Sabshin, & Chris Dickerson, BOS

Minutes: Motion was made by Mr. Hershman, seconded by Mr. Antinozzi to accept the minutes of the July 11, 2005 meeting as presented (file). Motion carried with Ms. Heller, Mr. King, and Ms. Cunningham abstaining. Motion was made by Mr. Hershman, seconded by Ms. Heller to accept the minutes of the July 31, 2005 meeting as presented (file). Motion carried unanimously.

As the first order of business, a motion was made by Mr. Francis, seconded by Mr. Rowland to move into Executive Session. Discussion took place and the committee was in agreement not to go into Executive Session.

Mr. Calistro commented on his concerns regarding the committee's recent conduct and urged the committee to move forward. Much discussion followed regarding the fairness of the process for hiring the architect for this project, the impact of a decision change, and the importance of majority rule with attention to minority views.

Mr. Calistro relayed Ms. Marella is ready to sign the Silver/Petrucelli contract once it includes a statement giving the town the right to cancel the contract if the work is unsatisfactory or the firm is not meeting deadlines. Mr. Rowland distributed a memo from Ms. Marella regarding FOI (Freedom of Information) as it applies to email communication among the committee members.

Discussion then turned to how to utilize the existing fire house. Mr. Rowland read from the charge and determined the committee is to offer a recommendation on what to do with the existing building. Committee members continued to offer ideas for using the building and discussed the implications its usage may have on a project referendum.

Mr. Sabshin stated the committee's charge asks for the presentation of three viable plans (file). He said this will prevent the deadlock possible with trying to focus on a single plan. Mr. Sabshin reminded the committee the Board of Selectmen will make the ultimate selection and urged the committee not to limit itself to one proposal. Mr. Urbano asked for and received clarification on the charge as it applies to the protection of the stone wall.

Architect's Report:

Mr. Stein thanked the committee and gave a history of what has been done by his firm so far. He also introduced Mr. Harkin from Donald Smith Engineers. Mr. Stein said his firm is trying to be proactive to understand site issues and at this point would like to listen to the committees objectives and set timelines. Mr. Calistro raised containment pond issues. Discussion followed on potential options and the architect and site engineer will continue to research this area and will present proposals to the committee, including costs.

Discussion then took place concerning the look of the building and how it will fit in with the historic charm of the town center. Mr. Stein explained his design process will synthesize the committee's objectives for the look, the program needs and standards, and the site demands. At that point he will start looking at the particular details. Mr. Urbano relayed the concerns of the Conservation Commission and the Land Trust regarding the stone wall, the buffer between the firehouse and the cornfield and walking path, how the new building fits with the look of the town green, and that it be friendly to the Fitzgerald property. He offered suggestions and discussion followed. Mr. Stein agreed he would look into all of these issues and restraints in the development of his plans. Mr. Antinozzi stressed the importance of how the landscape and environment are treated. He added the look of the building may have a more modern style and still reflect the program, fabric, and scale required and fitting in harmoniously with the green. Mr. Hershman stated the fire house will need certain interior attributes to function efficiently. Mr. Stein agreed the next step is to meet with the Fire Chief. Mr. Calistro advised it is important to plan for the future as well.

Mr. Stein and Mr. Harkin showed preliminary site drawings referencing the containment pond options. Much discussion followed on piping, shifting the building, runoff, drainage, the septic system across the street, and the potential number of parking spaces.

Mr. Stein said after meeting with the fire department and town agencies he would have what is required to begin drawing. He described the process of getting to three schemes. Mr. Stein suggested having the first design review in one month followed by time to refine the layouts, estimates, and preliminary site plans and have a second review. He would expect final building committee approval 8-10 weeks from when he started. Mr. Stein will meet with the Fire Chief for a walk-through on 8/31/05 at 5:30pm. He will also be ready to present preliminary drawings at the building committee meeting on 9/27/05.

Review RFQ for CM Services:

Mr. Calistro requested the committee decide on using a construction manager or a general contractor on this project. Much discussion followed on the roles and costs of a CM vs. a GC, and the appropriateness of each professional for a building project of this scale. It was agreed the committee would reflect on this and discuss it again at the next meeting. The next meeting was scheduled for 9/13/05 at 5:30pm.

There being no further business, motion was made by Mr. King, seconded by Mr. Hershman, to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:47 p.m.

Respectfully submitted,

Aimee Cotton Bogush
Clerk

Upcoming Meetings: Tuesday, Sep. 13th at 5:30pm and Tuesday, Sept. 27th at 5pm (Locations TBA)

Attachments on file:

1. Approved minutes of 7/11/05 & 7/31/05 meetings
2. New Fire Station Building Committee Charge
3. RFQ Architectural/Engineering firm