

**Wallingford Parks & Recreation Department  
Parks & Recreation Commission  
Community Pool Meeting Minutes for Friday, January 31, 2020  
8:00 am at Park & Rec**

**Committee Members:** Michelle Bjorkman, Superintendent of Recreation; Hal Chait, resident; Dave Gelo, Rec Commission Chairperson; Kenny Michaels, Director of Parks & Recreation; Mike Savenelli, Pool Chair and Rec Commissioner

**Special Guests:** TLB Architecture: Michael Fortuna, AIA Principal

**Opening Remarks:** Chairperson Mike Savenelli called the meeting to order @ 8:05am

**Agenda:**

1. Review of CD Phase Documents
2. Review of Splash Pad Base Bid and Alternate
3. Discussion of Priority Order for Alternates
4. Confirmation of Schedule for Bidding and Construction
5. Approach to Owner's Representation on Site During Construction
6. Status of Hazardous Materials Report for Asbestos, Lead and PCBs
7. Status of Final Reviews with IWWC and P&Z

**1. Site Plan:**

There have been some refinements to the plan. The walking trail was removed and a few adjustments for the utilities.

All required documents will be submitted to Purchasing by the Feb 14<sup>th</sup> deadline.

**2. Splash Pad:**

Different Splash Pad designs were presented. Each design had a toddler side, family area in the middle, and an area for older kids on the other side. Both designs fit within the same area. The design that had more apparatus for the children was liked by all members. If additional apparatus wanted to be added later the concrete will need to be dug up. Mike Savenelli made a **Motion:** to select the Splash Pad Option C as the base bid with 18 fixtures. Hal Chait seconded the motion.

*The motion was made, seconded and passed unanimously to approve Splash Pad Option C.*

**3. Pavilions:**

Two options were presented Truss Shelter and Open Pole Shelter each were 24 ft square pavilion.

Kenny Michaels made a **Motion:** to option select the Truss Shelter Option 1. Michelle Bjorkman seconded the motion.

*The motion was made, seconded and passed unanimously to approve Truss Shelter Option 1.*

**4. Playgrounds:**

Two options were presented with Option 1 was a more traditional playground apparatus of swings and slide. This would accommodate the younger children as well as the older children. Option II was a more modern looking playground with island caves and smaller climbing apparatus. This option was geared more to children under the age of six.

Dave Gelo made a **Motion:** to select the Traditional Playground Option 1  
Kenny Michaels seconded the motion.

*The motion was made, seconded and passed unanimously to approve the Traditional Playground Option 1.*

**5. Waterslide:**

Two options were presented for the waterslide. Option 2 the structure was higher to accommodate the additional curve in the waterslide.

Mike Savenelli made a **Motion:** to go with Option 1 for the waterslide and have the Option 2 as an Alternate.

Hal Chait seconded the motion.

*The motion was made, seconded and passed unanimously to approve the Waterslide Option 1.*

**6. Sand Volleyball Court:**

The sand volleyball court was presented and agreement with the committee was the sand volleyball is the lowest ranked priority. This could be added down the road.

**7. Rank priority:**

- #1 Pavilion
- #2 Playground
- #3 Slide
- #4 Sand Volleyball court

Construction for each item was a major decision factor in each priority the item.

Mike Savenelli made a **Motion:** that the rank priority order is Pavilion, Playground, Slide and Sand Volleyball.

Michelle Bjorkman seconded the motion.

*The motion was made, seconded and passed unanimously to approve the priority.*

**8. Status of Hazardous Materials Report for Asbestos, Lead, and PCBs.**

Report is not back with the findings of any hazardous materials, asbestos, or PCBs.

**9. Schedule of Events:**

<b>February 14, 2020</b>	<b>100% Documents to Purchasing for Bid</b>
<b>February 27, 2020</b>	<b>Project Advertised for Bid</b>
<b>March 4, 2020 (10:00 AM)</b>	<b>Pre-Bid Meeting</b>
<b>March 16, 2020 (EOD)</b>	<b>RFI's Due</b>
<b>March 20, 2020</b>	<b>Final Addendum Issued</b>
<b>March 26, 2020</b>	<b>Bids Opened</b>
<b>April 2, 2020</b>	<b>Recommendation to Town council</b>

**April 7, 2020**  
**April 14, 2020**  
**April 16, 2020**  
**May 16, 2020**  
**June 1, 2020**  
**June 1, 2021**

**Advertise Public Hearing for Bonding**  
**Public Hearing on Bonding**  
**Post Council Decision on Bonding**  
**Funding Approval**  
**Contract Signing**  
**Frolic in the Water!**

There is very little time between when the Bid opens to when the Pool Committee needs to make a recommendation to Council. TLBA suggested on AIA Contractor's Qualification Statement be part of the required Bid information. The AIA lists projects completed and in progress by contractor. This information will help the committee understand a Bidder's projects and does not put the Town at risk. Michael Fortuna will contact the Purchasing Department to add AIA to the bid specifications.

Hal Chait: Suggested Kenny reach out to the Building Department to review materials as early as possible so the project can continue to move forward.

Meeting adjourned 9:10 am

Respectfully Submitted,

Shirley Barillaro