

Wallingford Police Station Steering Committee
SPECIAL MEETING
Meeting Minutes

Thursday May 13, 2021 @ 10AM
Town Hall, 45 South Main Street
Room 315

Meeting called to order at 10:00 a.m.

Agenda Items

1. Introduction of Police Station Steering Committee Members

Alison Kapushinski, Town Engineer, Steering Committee Chair

Vincent Cervoni, Town Council Chairman

William Wright, Police Chief

Richard Heidgerd, Retired Fire Chief

Robert Baltramaitis, Public Works Director

Jon Walworth

Beth Dighello, Recording Secretary

A motion was made to establish a quorum of three (3)

Made by: Councilman Cervoni

Seconded by: Mr. Heidgerd

Votes: 5 Ayes

2. Update on purchase of 100 Barnes Road

Chief Wright distributed a Proposed Site Plan, a Project Budget Worksheet and an MFP/FP Existing Condition Evaluation for 100 Barnes Rd. Chief Wright provided an update on the events that led to the purchase of the property and an overview of the documents. He informed the Committee that there would be a walk-through of the property on Monday May 17, 2021 at 10:00 a.m. Ms. Kapushinski stated that any inspections of the property need to be completed

by June 25, 2021. After some discussion, it was decided that a decision regarding a possible inspection will be made after the walk-through.

3. Overview of work previously completed

No discussion

4. Discussion regarding Bid Specifications for hiring a consultant

There was discussion regarding the creation of the bid specifications. It was decided to use the Fire Department's new building as a starting point. Mr. Walworth suggested a two part bid. The first is for pre-construction architectural services in a Part A/Part B format. The second is for a Construction Manager based on a construction fee percentage. Mr. Walworth stated that he would provide the Committee with an example of a bid structured this way.

5. Other Business

None

6. Set date of next meeting

The next meeting is scheduled for June 10, 2021 at 10:00 a.m. at Town Hall, 45 South Main Street Room 315. Ms. Kapushinski will draft a meeting schedule to be voted on during the next meeting.

The meeting was adjourned by the Chairperson at 11:18 a.m.