

Wallingford Police Station Steering Committee Minutes Special Meeting

Thursday, July 8, 2021 @ 10AM
Town Hall, 45 South Main Street
Room 315

PRESENT: Alison Kapuchinski, Town Engineer, Steering Committee Chair, Vincent Cervoni, Town Council Chairman, John Ventura, Police Chief, Richard Heidgerd, Retired Fire Chief, Robert Baltramaitis, Public Works Director, William Wright, Retired Police Chief, Beth Dighello, Recording Secretary

1. Call to Order

The meeting was called to order at 10:00 a.m.

Agenda Items

2. Approve/Accept minutes from the June 10, 2021 Special Meeting

A motion was made to approve the meeting minutes from the June 10, 2021 Special Meeting

Made by: Mr. Heidgerd

Seconded by: Councilman Cervoni

Votes: 4 Ayes

3. Public Comment

Adelheid Koepfer, 35 Whiffle Tree Lane, spoke in favor of solar carports and energy efficiency. She stated she would be happy to help with providing research and information related to those topics.

4. Update on purchase of 100 Barnes Road

The closing for the building is today, July 8, 2021. The purchase price is \$1.76 million. There are no warranties to transfer. Attorney Small will provide to the building keys to the committee once the closing is over.

5. Discussion regarding form of project delivery (Design-Bid-Build vs. Design+CM)

It was noted that the last large building project was the school renovations. The Mayor and Corporation Counsel are going to hire Attorney Jeff Donofrio as a consultant on the project delivery method. Assistant Town Attorney Jeff Einhorn will handle the contract writing.

6. Discussion regarding Bid Specifications for hiring an Architectural Design Consultant

Jon Walworth will spearhead writing the bid specifications. He has a lot of experience in this area. Ms. Kapuchinski asked the committee for any comments on the draft bid specifications. There were no comments. She stated that there was an outstanding question from the last meeting regarding the size of the shooting range. Chief Ventura stated that there is no real difference between a range with four lanes and one with six lanes. The length of the lane will be 25 yards. If we were to decide on six lanes, the range could possibly be rented out to other agencies for training. He stated that the range will fill a void for the Police Department because range time is very difficult to schedule. He stated that the range's ventilation system and mitigation system for rounds will have to be maintained. It was decided that this will be included in the specifications.

Councilman Cervoni commented that if there is an existing void, maybe we should consider building a six lane range based on demand. Mr. Wright stated that the architect suggested we build a six lane range. The extra lanes could lead to potential rental space. The committee will also have to assess how the larger range will fit on the site. Councilman Cervoni commented that more range time for our officers will benefit them. Mr. Wright stated that another benefit of the indoor range is the ability to provide low light shooting.

Ms. Kapuchinski suggested that the design include six lanes, and it can be adjusted later if necessary.

7. Discussion regarding turnover of utilities and maintenance responsibilities

Chief Ventura stated that the current fiscal year's budget does not include funds for the maintenance of the new building. In the short term, arrangements must be made for electricity and mowing/landscaping. Ms. Kapuchinski stated that she will address the issue with the Mayor and Chief Ventura. Chief Ventura stated that he will obtain quotes for the cutting of the grass.

Mr. Baltramaitis stated that he will look into what it would require for Public Works to maintain the outside of the building. He said he will follow up with the committee once he has assessed the situation.

8. Discussion regarding project schedule

Ms. Kapuchinski stated that there is not yet a schedule. We need the bid package in order to create a timeline. We are hoping to have the architect on board before the winter.

Ms. Kapuchinski said that Purchasing will use a two part bid, Part A will be qualifications and Part B will be cost. There will also be an interview process. Mr. Wright suggested that this committee be part of the interview process. Ms. Kapuchinski said she will reach out to the committee members regarding scheduling interviews.

ADJOURNMENT

Motion to adjourn

Made by: Mr. Heidgerd

Seconded by: Councilman Cervoni

Votes: 5 Ayes

The meeting was adjourned at 10:24 a.m.

Respectfully submitted,

Beth Dighello

Recording Secretary