

Middlefield Fire House Building Committee
405 Main Street Middlefield CT 06455

March 1, 2023

Attendance: A=Absent X=Present

Members

Others Present

x	Bruce Villwock	x	Peter Tyc
A	Paul Pizzo	x	Scott Mangiagli, Kaestle Boos
x	Alice Malcolm	x	Bryan Dodge, Gilbane
x	Ryan Colwell	x	Nick Conti, Gilbane
x	Kevin Boyle		
A	Howard Weissberg		
x	Steven Tyc		

Call to order

Kevin Boyle, Vice-Chairman, called the meeting to order at 7:00 pm.

Approve Agenda

Bruce Villwock made a motion, second by Ryan Colwell, to approve the agenda. Motion Carried.

Public Comment

None.

Approval of Minutes

- a. February 15, 2023 Regular Meeting

Ryan Colwell made a motion, second by Bruce Villwock, to approve the February 15, 2023 minutes. Motion Carried.

Review of Third Option Design and Pricing Questions from CM for Budgets

Kevin Boyle requested an appendix from Gilbane that covers what the estimate is based upon. Bryan Dodge, CM, Gilbane, shared an excel spreadsheet of questions and answers that he had reached out to KBA with over the past few weeks. He went over the layout of the spreadsheet and the items

within it with the committee. Questions from the committee were asked regarding the information as they went through the spreadsheet and Gilbane answered. There were some items Gilbane had to go back to get clarification on. The committee shared some information with Gilbane regarding an old foundation that might be under the ground as a subsurface allowance that may occur. The information they had received from the ground penetrating radar survey that was done previously was also shared. Expectations of timing were discussed, March 10, 2023 being when the draft will be completed and reviewed for the FBC before the March 15, 2023 FBC meeting for discussion. The FBC discussed with KBA the concept designs as well as the roof. Specific questions about a flat or pitched roof were addressed in terms of if they went solar what would be best. The pros and cons of a pitched roof was talked about by all regarding the expense and aesthetics.

Soft costs in the estimate were questioned, and what those would be were explained. A list for what those items might be was requested by the FBC for clarity purposes. The bulk of what they are was explained to be in a document that was shared with them previously, and would give them those details. Discussion around the unknowns and unforeseen items were talked about and explained they would be under change orders.

Schedule Next Meetings for BOF and BOS in Preparation for Public Hearing

A tentative combined meeting with Board of Finance and Board of Selectmen for 7pm on April 4, 2023 was stated as the first available date. The floor plans, renditions, elevations, parking, site plans, showing the old with the new and the building process of the options, all should be presented at the meeting. Ideas from KBA for those items are to be shared with the committee at the March 15, 2023 meeting. The hope is to confirm the date and time of the BOF and BOS meeting next week.

Deputy Chief, Steven Tyc, created a document that was shared with the FBC. It had background information about the fire company and what led them to needing the FBC and the needs analysis of the department. Steven made the document with the intent of a simplified document as to not confuse the public. The document is different then what will be presented to the BOF and BOS, it is an introduction to the public of what they are doing and where they are in the process. Who will be speaking about this to who and when still needs to be decided among the FBC. It is all for clarity purposes and the history of the past two years of all the FBC has been working on and towards and the reasoning behind it. The distribution of the document of the information to the public and how it would be released was discussed by all and how to do it properly. The thought was to release it to all of the fire company members on a Monday night prior to making it public to others. Having it on a website or some sort of electronic delivery where people can submit questions was discussed as ideal, such as the town website versus a social media website; and how to best navigate that was questioned. Steven asked if they could have a google website page accessible from the town website, Kevin thought that was appropriate. It was thought that some FAQ's should get developed ahead of time, and those could also be added to the webpage.

Review of Payables for Project

Invoice #01-54-8575 for February 2023 for Amity Wilson to be paid for Administrative Duties for \$210.00.

Bruce Villwock made a motion, second by Ryan Colwell, to approve the invoice to be paid. Motion Carried.

Invoices #21044.00-6 and #21044.02-1 from KBA for a total of \$11,920 to satisfy outstanding balance.

Bruce Villwock made a motion, second by Alice Malcolm, to approve the payment to be made. Motion Carried.

New Business

A grant opportunity from Senator Murphy was brought up by Chief Pete Tyc, he explained that he has been reaching out for more information but hasn't received much clarity. The request for the grant has to be in by March 15, 2023. Pete said he would send the information he does have out to everyone. He reached out to Al Rusilowicz for assistance.

Chief Pete Tyc also stated there is another state senator who wants to learn about what the FBC and fire company are doing and why.

Chief Pete Tyc also stated a budget for next year needs to be presented for the Board of Finance, developing a budget for the building committee was requested to be added to the March 15, 2023 agenda.

Adjourn

Ryan Colwell made a motion to adjourn at 8:08pm, second by Steven Tyc. Motion Carried.

Respectfully submitted,

Amity French-Wilson
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