

**East Side Fire Station Building Committee Regular Meeting**

**Fire Headquarters Training Room**

**72 New Haven Avenue, Milford, CT**

**Thursday, June 30, 2010**

**Call to Order:** Chairman Healy called the meeting to order at 1806 hours. A quorum was present.

**1. Roll Call**

Committee members John Healy, Carmen Corvino, Judith Toohey, Alderman Phil Vetro, William Brennan, and John Jansen. Also present were Chief Louis LaVecchia, Assistant Chief Al Zingaro, Battalion Chief William Healey, and Firefighter Eric Mohr.

**2. Consideration of Minutes**

**Regular Meeting - June 21, 2010**

*Committee members Toohey and Vetro made and seconded a motion to accept the minutes of the June 21, 2010, meeting as presented. Motion carried unanimously.*

**3. Report of Chairman**

Chairman Healy reported that he had sent out an email to the Committee Members, asking them to rank the three architects in preferential order. The Committee Members brought their rankings to the meeting. Chairman Healy asked the Members to give the Secretary their rankings, and asked the Secretary to give a report regarding the architect selected.

**4. Architect Selection**

Based on the ranking system, the architectural company selected was DeCarlo & Doll, Inc. DeCarlo & Doll, Inc., was the first choice for four Committee Members.

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Chairman Healy noted that the selected architect was on the agenda to attend the next meeting, which was scheduled for July 6<sup>th</sup>. The Chairman read to the Committee a rough-draft version of an acceptance letter to be sent to DeCarlo & Doll, Inc.; and asked the Committee for revisions to the letter.

Committee Members Corvino and Toohey made and seconded a motion to accept the proposal of DeCarlo & Doll, Inc., pending price negotiation and, to be able to be completed within the proper time line in accordance with the Committee's recommendations. Motion carried unanimously.

Committee Members Brennan and Jansen made and seconded a motion to add to the previous motion ... contingent upon funding by the City of Milford. Motion carried unanimously.

The Committee had further discussions regarding the acceptance letter, including asking for fixed fee schedules, project fees, hourly rates, and the inclusion of a preliminary needs assessment.

Committee Member Toohey suggested that the letter include a request the Project Manager attend the following meeting.

Committee Members Brennan and Corvino made and seconded a motion to make a request to the Board of Aldermen for a \$300,000 architectural and design fee for the new East Side Fire Station. Motion carried unanimously.

**5. New Business**

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Firefighter Eric Mohr presented to the Committee a report, with accompanying pictures, of Station 10 in Bridgeport and a fire station in Stratford. He commented on what he, as a firefighter, liked and disliked.

Chairman Healy suggested that the Committee postpone the following meeting from July 6<sup>th</sup> to a later date to give the DeCarlo & Doll, Inc., more time to prepare answers to the Committee's questions contained in the acceptance letter. The Committee decided the next meeting would be held on July 19<sup>th</sup> at 6:00 at Fire Headquarters.

Chairman Healy thanked Firefighter Mohr for his presentation.

**6. Adjournment**

Committee Members Corvino and Toohey made and seconded a motion to adjourn at 1953 hours. Motion carried unanimously.

Recorded by C. Birney