

**CANDIA SAFETY FACILITY COMMITTEE
PUBLIC MEETING MINUTES OF
September 7th, 2021
APPROVED**

SFC Members Present: Brien Brock (BOS), Chief Mike McGillen (PD), Jeff Wuebbolt (HWY), Bob Stout (BC), Mark Chalbeck (PB), Russ Dann (BOS), Rick Langlois (PD) **Absent:** Jim Wilson (FD), Boyd Chivers (BOS), Joe Flanagan (FD), **Guest:** Ron Severino, Tom Severino, and SMP Architect - Anthony Mento and Jason LaCombe.

5:00pm B. Brock called the SFC meeting to order immediately followed by the Pledge of Allegiance.

B. Brock confirmed the Board had accepted SMP Architect's proposal in their last meeting. The Board had additional questions on how to move forward, including all the costs involved and the information that would be needed up front. J. LaCombe affirmed that the amount of \$18,500 which was quoted to the Board will get them through to the schematic design. SMP will provide the Board with three qualified Construction Managers with experience on constructing this type of building, and stated the average fee is between \$5,000-\$25,000 based on the project size and the estimates involved. B. Brock questioned on how involved SMP would be if there is a time delay of approximately two weeks until they were paid and J. LaCombe stated that it would not be a problem with them.

A. Mento stated he will use the design plans T. Severino had presented them to begin creating the master plan for the entire site and focus on how it would look in future years. He expressed the importance of designing the building to reflect the town and that it is constructed of good quality to ensure it will last for several years. They will put together an outlined process for the Board with a varied selection of three qualified Construction Managers that they recommend interviewing. They advised the Board to allow at least an hour for each candidate and mentioned that they may want to perform the interviews in a non-public meeting, as some discussions may go into the details of their business and how they operate. A. Mento mentioned that his company will not influence the Board into any decisions, as they are independent, and their role is simply to assist in the process. All the decision making will be made by the Safety Facility Committee, and SMP will not steer the Board or make the decision in selecting a Construction Manager. His company is there to guide the Committee and to assist with technical questions. There were no suggestions made by the Board for potential candidates and it was noted they were comfortable on going forward with the companies SMP will provide. SMP added that they will complete all their design work by November.

There was a discussion on the amount of money needed to be set aside for the potential cost of the designing/engineering of the Safety Facility. It was determined that the amount needed would be required to be presented to the Board of Selectmen for an approval. T. Severino stated that he will compile a list of expenses that may be involved in the process and will give a copy to B. Brock. A. Mento added that he will make a schedule list that will show the target dates from now until December, as well as a request for proposal of potential Construction Managers for the Board to review.

A. Mento mentioned that he will be conducting a walk thru at the Police Department and Fire Department to establish where they lack space and what their needs will be at the new facility. There was a conversation asking if there is a possibility of adding a basement and T. Severino stated that he will examine the parcel in more detail to determine if this could be an option.

- The Board tentatively agreed to a meeting for interviewing potential Construction Managers on Tuesday, September 28th at 1:00pm.

Safety Facility Committee 09.07.2021

Approval of Minutes: Public Session Minutes for August 24th, 2021. Correction on line #41 to Treasury. B. Stout made a motion to accept the August 24th, 2021, SFC Minutes as amended. Seconded by R. Dann. All in favor. Motion passed.

6:40 pm M. Chalbeck made a motion to adjourn. Seconded by B. Stout. All in Favor. Motion carried.

Respectfully submitted,
Linda Chandonnet, Administrative Assistant