Williamsburg Public Safety Complex Committee

Meeting Wednesday, June 25, 2014

Called to order at 6:35 PM by chair Bill Sayre.

Present: Bill Sayre, Louis Hasbrouk, Dick Kisloski, Jason Connell, Peter Mahieu, Dan Banister, Denise Banister, Denise Wickland, Daryl Springman. Also present: Town Clerk Brenda Lessard. Absent: Jeff Ciuffreda, Don Lawton

Town Clerk Brenda Lessard swore in all members present. Members have been appointed to a term to expire June 30, 2015. The Town Clerk reviewed the Conflict of Interest law requirements with the members present. Jeff Ciuffreda has contacted the Town Clerk regarding what he needs to complete to comply with the certification requirement.

Jason Connell moved that the minutes of May 21, 2014, be approved as amended; Dan Banister seconded the motion, which passed unanimously.

Jason Connell and Denise Banister reported that the Town Meeting article passed with minimal discussion and no opposition.

The Request for Qualifications was discussed at great length.

* First we discussed the contents of the spreadsheet, and agreed that we can adjust items
* Are we committed to a stand-alone building? At this time we are.
* Louis explained the difference between an OPM (clerk of the works) and a Construction Manager (who among other tasks gets subs lined up). The OPM does not get involved until the feasibility study is completed. Louis is not convinced this project is large enough $-wise to require an OPM.
* First we need to determine what our needs for this building– the feasibility study should help us determine what we need; and the design will be based on the needs determination; and then the design will determine the cost.
* We need to determine how large a building can be built on each of the sites being considered (the James School site and the Electric Company site).
* Rob Stinson of the Conservation Commission wants the RFQ to ask respondents to indicate any experience they have had in submitting Notices of Intent for riverfront area redevelopment projects.
* Bill feels, as due diligence expected by the town, that the Feasibility Study should present as one option the refurbishing of the current facilities.
* The committee would like an outline of the entire process.
* The timeline expected is that six weeks after the RFQ goes out that the Feasibility Study should be completed.

The next meeting is to be held on Wednesday, July 23, at 6:30 PM. Meeting was adjourned at 7:45 PM.

Respectfully submitted,

Denise L. Banister