

**Town of Montville  
Public Safety Building Committee**

**Special Meeting  
Thursday, February 4, 2010 at 6:00 p.m.  
Montville Town Hall, Council Meeting Room**

**1. Call to Order.**

Jack Platt called the meeting to order at 6:01 p.m.

**2. Roll Call.**

The following were present: Lt. Leonard Bunnell, William Bucko, Ray Coggeshall, Chris Ida, David Jetmore, Jonathan Leonard, Paul Lewis, and John MacNeil. Also present were Town Planner Marcia Vlaun, Sgt. Michael Collins, Town Council Liaison Donna Jacobson and Town Councilor Dana McFee.

**3. Pledge of Allegiance.**

**4. Remarks by the Public Relating to Agenda Items ( three minute limit).**

D. Jacobson notified the Committee that D. McFee would attend the meetings in her absence.

**5. Correspondence.**

None

**6. Old Business.**

**a. Review RFQ qualifications.**

M. Vlaun distributed a selection tabulation summary sheet of the Committee's responses to the RFQ submittals.

**Motion:**                   **That the Committee invites the top four RFQ bid candidates from the Selection Tabulation Summary Sheet for interviews.**

**Proposed by:**       **Paul Lewis**

**Seconded by:**      **Bill Bucko**

**Vote:**                   **Carried unanimously**

All interviews will be conducted on one day—two in the morning and two in the afternoon.

**b. Selection of dates for interviews of bid candidates.**

M. Vlaun stated that the bid candidates would be given a joint tour of the proposed site. She suggested a Tuesday date when the Town Engineer is available—Tuesday, February 16, 2010, was chosen. L. Bunnell and M. Vlaun will coordinate a time for the tour. Official invitations will be sent to the bid candidates for the tour and interview; decline letters will be sent to those bidders not chosen. Consultant M. Fortuna will be asked to sit in on the interviews.

**Motion:**                   **That the Committee conducts interviews of the RFQ bid candidates on Tuesday, March 16, 2010.**

**Proposed by:** Len Bunnell  
**Seconded by:** Chris Ida  
**Vote:** Carried unanimously

**7. Remarks by the Public (three minute limit).**

D. Jacobson referenced the Town Council charge to the Committee as relayed to her by the Town Attorney. She commented on how the charge evolved and suggested that it be discussed at the joint meeting with the Town Council—the date February 10, 2010, was previously chosen.

**8. Remarks by Committee members.**

The Committee discussed the type of questions that should be posed during the interviews of the RFQ bid candidates. J. Platt handed out a contact information list for Committee members.

**9. Remarks by Town council Liaison.**

D. Jacobson noted that an agenda from the Town Council and the Committee needs to be posted for the February 10 joint meeting.

**10. Adjournment.**

**Motion:** That the meeting is adjourned.

**Proposed by:** Paul Lewis  
**Seconded by:** Len Bunnell  
**Vote:** Carried unanimously

Respectfully submitted by,

Gloria J. Gathers, Minutes Clerk

*Approved:* \_\_\_\_\_