Moodus Firehouse Building Committee Charge
Board of Selectmen Meeting April 2, 2025
(Revision of Original Charge)

At a meeting of the Board of Selectmen held on April 2, 2025 on a motion made by Ms. Bourgoin, seconded by Mr. Dill, the acceptance of the Moodus Firehouse Building Committee charge amending the Committee membership in Section 1 was approved and sent to the Town Meeting for approval.

RESOLVED: That a Moodus Firehouse Building Committee is hereby established for the purpose of the design and construction of the Moodus Firehouse. The committee is charged with (1) the demolition of the current firehouse and planning/design and construction of a new facility, of the current Moodus Firehouse also known as Company #2 Firehouse located at 44 William F. Palmer Road, Moodus, Connecticut, which shall without limitation include, (i) the demolition of approximately 7000 square feet constituting the current building, (ii) the design and construction of a firehouse to include the expansion of existing size, including vehicle bays, sleeping quarters, kitchens, bathrooms, offices, training space, storage and other designated areas as needed or required, (iii) the installation of new building electrical service, building generator, well and septic (if required), and vehicle exhaust system, (iv) code compliance work, including handicapped accessibility code, (v) hazardous material and asbestos abatement. (2) the purchase of furniture, fixtures, equipment, IT infrastructure, and other materials for the foregoing project; (3) site improvements, including parking, lighting, regrading and improved site lines where possible; (4) the preparation and printing of bid documents, cost estimate reports, traffic and other studies, environmental reports, informational materials and other preliminary materials, studies and reports related to the project; and (5) all permit fees, engineering, construction management, architectural, insurance, testing and inspections, legal, administration, temporary and permanent financing, costs of issuance, printing, capitalized interest and any other costs and expenses related to the project.

Section 1. The Committee shall consist of ~~3~~ **5 members** and 1 alternate, to be appointed by the Board of Selectmen. The term of office of said members shall continue until the project is complete and accepted by the town and the committee is discharged, except that any member may resign or be removed by a vote of the Board of Selectmen for just cause. Any vacancy on the Committee shall be filled by the Board of Selectmen. The Committee shall select its own chairman, secretary and treasurer. This committee shall answer to the Board of Selectmen and shall make quarterly progress reports to the Board of Selectmen.

Section 2. The members of the Committee shall not receive any compensation for their services. The necessary expenses of the committee shall be included in the estimated project cost and any appropriation to be requested by the Committee from the Town. All records of the Committee shall be filed with the Town Clerk and open to public inspection in accordance with applicable state statutes.

Section 3. The Town of East Haddam Land Use Administrator and Facilities and Finance Directors will serve as advisory staff to the committee.

Section 4. The Committee shall have the following powers and duties:

(a) To consult with the Fire Department, Office of the Fire Marshal, Emergency Management and its administrators concerning the plans for said project and its construction and the schedule therefore;

(b) To develop required drawings and outline specifications for the project and to review and approve all plans for said project, and to supervise and/or provide for the proper supervision of the project in the Town's best interest;

(c) To assist in the application and filing for any grants or federal loan that may be available to the Town for said project, and provide or execute any necessary documentation for such a grant or loans;

(d) Within the future approved appropriations, to contract with architects, engineers, contractors and others in the name of and on behalf of the town to design, build and complete the project, and approve all design and construction expenditures for the project.

Section 5. Upon completion of the Moodus Firehouse project, the Committee shall make a complete report and accounting to the Board of Selectmen.

Potential Committee Members:

Regular Members: Irene Haines, Craig Mansfield, Kevin Rutty
Alternate Member: Walter Parkus