1. Meeting Called to Order
Chairman Vinnie Loffredo called Meeting to Order.

Members Present: Councilman Vinnie Loffredo, Chairman
Fire Chief Jay Woron
Chief of Police Erik Costa
Councilman Phil Pessina
Councilman Darnell Ford
Maryann Serra (arrival time: 5:46 pm)

Staff Present: Christopher Holden, Public Works
Captain John Lozefski, MPD

Guests Present: Bullets Campbell, F.B.I.
Dave LaRosa, F.B.I.
Eric Hill, F.B.I.

1. Approval of Minutes
June 21, 2022 meeting minutes were not approved in meeting. Resending June along with July minutes.

2. Public Comment Opens
None

3. Old Business
   a) RFP for Design Build
Councilman Loffredo started off by reviewing the Memorandum of Agreement (MOA) between the City of Middletown and the FBI. He stated that it is still being updated and any new information will be added and then reviewed and signed off on by the City’s legal team.

Councilman Loffredo asked if there were any questions on the RFP, to which Chris Holden went on to say the he believes the facts on the sounds and lead abetment should be strengthened and modified to better showcase what the guidelines are.
Councilman Loffredo pointed out that the person of contact, (which will be responsible to consult with the committee) on the city side, should be Chris Holden.

Assuming more than one proposal/response should result in being reevaluated and reevaluation should include (1) FBI representative; (1) Police representative; and (1 or 2) from the committee.

Councilman Pessina asked for clarification on how the bids would come to fruition. Dave LaRosa explained that they will probably get 4-7 bidders total. The FBI in conjunction with the committee, (3) bidders will be chosen to move forward with interviews to see who is capable of the range requirements. There will be a 5% retainer fee to whoever wins the bid. With the document that comes out, there will be attachments including the sound ordinance & feasibility study.

The committee then had a lengthy conversation on what the payment schedule will be and how it will be managed once the project begins. Documentation will be submitted and everything will go through finance before invoices go out. Councilman Pessina asked Chris Holden if one person from the finance department was going to be assigned to the project. Chris explained, that is how past practices have been, but he has not assigned anyone yet.

Eric Hill then wanted to speak about some additions;

Paragraph 1 Sec. 1.1.1.1 - Backstop and Side Containment: Caliber of bullets the berm will be containing should be added into the explanation.

Sec. 1.1.1.1 – Dave LaRosa spoke on the Concrete Containment area: the rubberized bullet trap will collect rainwater. He stated that it should have a built in filter system which can properly and safely filter the water out and back into the environment by utilizing monthly filters.

Sec. 1.1.3 – Eric Hill spoke about Surface Danger Zone (SDZ). The committee decided that the berm should have a round-about height of at least 30 ft. to ensure safety and sound continuation.

Sec 6 – Eric Hill pointed out a typo of numbers in the Exterior of Architectural section: Sec 6.1 mentions $3,500 – 5,000 and sec. 3.1 mentions $3,000 – 5,000. The actual number was confirmed of $3,500 – 5,000.

Sec. 3.2.2 – Dave LaRosa asked if there is going to be proper air ventilation in the gun cleaning stations. Bullets stated that he absolutely wants that to be configured in. he also stated that he wants to add in language of a variable lighting system in the building.

Eric Hill, at this time, went over some things that he wanted to modify and or add language on the Turning Target System. A new copy of these modifications will be given to committee.
Maryann Serra then asked who is responsible for the 3-year maintenance plan on the target system which is mentioned in Sec. 8.2.11.1. Mr. Hill explained it is generally through the contracted company who builds it.

At this time, Maryann Serra wanted to document the research she has been doing on her own time through the Harvard Medical Magazine. She stated that there is an article that talks about the effects of noises on humans, and she believes the committee would be interested in it. She stated she will touch on that in the next regular meeting.

Bullets Campbell then asked what the expectations of what happens next. He asked if at the next regular meeting expectation is to finalize and approve the statement of work so it can then be put out to bid at the next meeting.

4. **New Business**

***NONE***

5. **Meeting Adjourned**

Chairman Loffredo made a Motion to adjourn; seconded by Maryann Serra. There being no discussion or objection, motion passed.

**Next Firing Range Building Committee Meeting: Tuesday, August 16, 2022, 6:00 P.M.**

TO LISTEN TO THIS MEETING IN ITS ENTIRETY, PLEASE VISIT THE FOLLOWING WEBSITE:

[www.cityofmiddletown.com](http://www.cityofmiddletown.com)

Respectfully Submitted,

Stacey Wilson
Recording Secretary