

Minutes - Fire Station Study Committee

Tuesday, May 12, 2026

(Subcommittee of WFD Prudential Committee)

Members Present:

Joyce Bacchiocchi, Allyson Bonin, Mark Rogers, Matt Bennett, Catherine Giannelli, Roger Blank, Alan Slavin, Alex Estes

Non-present Members:

John Kelley, Dean Decas, Chris McIntosh

Non-committee Members: Ralph Braley

Location: 2368 Cranberry Hwy (Wareham Fire Department Station 2)

6:00 pm Open Meeting

6:00 pm Approve Meeting Minutes

- Minutes of meeting on 4/14/26, approved, Motion by Alan Slavin, second by Catherine Giannelli, voted 7-0-0.

6:01 pm Document Review

- Review and discussion of RFP's (Request for Proposals) from other Department's and entities who recently completed similar projects.
- The procurement process is tricky and the District only has one procurement officer.
- The District has had issues in the past with proper wording and requirements for the bidding process.
- Member Chris McIntosh was researching procurement law and thinks a meeting with the District's procurement officer (Laurie Uva-Perry) could be a useful step.
- The committee would like to see if the District has a lawyer we could run the RFP by and look into procurement law. The committee needs to find out if the town administrator puts the RFP out.
- The committee would like to investigate whether a company could be hired to complete the process.

6:15 pm Member Alex Estes arrived.

- Member Joyce Bacchiocchi will put the fire station committee on the next Prudential Committee agenda. We would need to have the specifications and bullet points to present to Laurie Uva-Perry to see if she could help with the RFP process.
- The RFP should include a Facility Survey and Feasibility Study. These studies should look at all Stations to get an idea of what can and can't work. For the next meeting, committee members will discuss the specifics.
- The committee would like to review more RFP's. Joyce Bacchiocchi will look within the District and Roger Blank will look outside the District. We believe Jay Tamogini can provide a copy of the most recent RFP sample.
- Joyce Bacchiocchi will reach out to Todd Costa from KBA for the full 2012 study.

• 6:25 pm Adjourn

- Motion by Alan Slavin, Second by Catherine Giannelli.
- Next Meeting is Tuesday, June 9, 2026. 1800 hours.

Respectfully Submitted by Allyson Bonin, 05/21/2026

Chair Joyce Paul Vote Date 8/25/21

Clerk Joyce Paul Approve 10

Disapprove 0

Abstain 0