

COPY RECEIVED
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TOWN CLERK'S OFFICE

Chatfield-LoPresti Elementary School
Building Committee Meeting
Tuesday, December 9, 2008
Chatfield School's Teachers' Room
7:00 p.m.

Present: Donald Smith, Bruce Baker, Ray Catlin, Paul Roy, Frank Conroy, Sandra Gesek, Phyllis Jachimowski, Yashu Putorti, Gene Coppola, Trisha Danka (7:20 p.m.)

Absent: Judy Legeza, Kurt Miller, Mark Thompson, Jay Hatfield, Fred Stanek, Peter Kubik

Board of Education Representatives: Jay Brennan

Public in Attendance: Newly Elected State Representative Teresa Conroy

Fusco Construction Company Representatives:

Thomas Mattutini

Joseph Merhill

Mr. Smith called the meeting to order at 7:07 p.m. and led those present in the pledge to the flag. He asked for any public comment and none was forthcoming at this meeting session.

Mr. Smith called for acceptance of the meeting minutes of November 10, 2008.

MOTION: (Mr. Baker, sec., Mr. Catlin) to approve the minutes of the November 10, 2008 meeting session as presented.

One correction was noted: Mrs. Danka had been listed as both present and absent at this meeting session. It was determined that she was not in attendance.

So moved with correction noted.

Affirmative: Donald Smith, Bruce Baker, Ray Catlin, Paul Roy, Frank Conroy, Sandra Gesek, Phyllis Jachimowski, Yashu Putorti

Opposed: None.

Abstention: Mr. Coppola

Correspondence:

Mr. Smith reported that Superintendent MaryAnne Mascolo had received a communication from the State Department in accordance with P.A. 18-41. Its contents would apply to the completing of the FFE Form later on in the building process.

Review of Project Schedule

Mr. Smith reported that work done to date is right in line with the planned project schedule.

Project Budget

Mr. Smith distributed a worksheet displaying the line items increased by the overage of \$1,365,000 approved in the Town's referendum vote in October, 2008. There were no questions or comments on the redistribution of these funds.

Mr. Smith asked for the Committee's approval of the project's budget as presented.

MOTION: (Mr. Putorti, sec., Mr. Roy) to approve the project budget as presented and amended.

So moved.

Affirmative: Mr. Putorti, Mr. Roy, Mr. Conroy, Ms. Gesek, Mrs. Jachimowski, Mr. Baker, Mr. Catlin, Mrs. Danka, Mr. Coppola, Mr. Smith

Opposed: None.

Review of Final Survey Documents

Mr. Smith reported that these were still being worked on and will be presented to the Committee membership at a future meeting date.

Review of A/E and CM Request for Qualifications and Proposed Requirements

Mr. Smith reviewed the packet formulated that will be utilized by construction bidders once the project is let out to bid. The intent of the Committee membership is to have the project advertised in the December 14, 2008 editions of the local newspaper media. Bids would be due the weekend of the new year by all interested bidding parties. This would provide ample time for the Committee membership to review the bids prior to the next scheduled meeting of the Committee set for January 13, 2009, at 7:00 p.m., at the Chatfield School.

Special meetings will be scheduled for January 27, 2009 and February 3, 2009 to review and finalize all materials necessary that will be needed for the regularly scheduled meeting of February 9, 2009, when interviews will be taking place with the chosen four bidding companies.

Mr. Smith asked for the acceptance of the bidding document as reviewed and amended at this evening's meeting session.

MOTION: (Mr. Baker, sec., Mr. Conroy) to accept the advertising document as reviewed and amended and put the project out for bid.

So moved.

Affirmative: Mr. Baker, Mr. Conroy, Mr. Catlin, Mr. Putorti, Mr. Roy, Mrs. Danka, Ms. Gesek, Mr. Smith, Mrs. Jachimowski, Mr. Coppola

Opposed: None.

Approval of Invoices:

There were no invoices presented for approval at this meeting session.

Other Business

Mr. Smith asked for acceptance of the meeting schedule for 2009 as this must be placed on file at the Town Clerk's Office thirty days prior to the first meeting scheduled in the new year. It was agreed that the second Tuesday of each month would be the regularly scheduled meeting date of the Committee.

MOTION: (Mr. Catlin, sec., Mr. Roy) to accept the meeting schedule for 2009 as presented.

So moved.

Affirmative: Mr. Catlin, Mr. Roy, Mr. Putorti, Mr. Conroy, Mrs. Danka, Ms. Gesek, Mrs. Jachimowski, Mr. Baker, Mr. Coppola, Mr. Smith

Opposed: None.

Hearing nothing further:

MOTION: (Mr. Baker, sec., Mrs. Danka) to adjourn the meeting.

So moved.

Affirmative: Mr. Baker, Mrs. Danka, Mr. Catlin, Mr. Putorti, Mr. Conroy, Mr. Roy, Ms. Gesek, Mrs. Jachimowski, Mr. Coppola, Mr. Smith

Opposed: None.

The meeting was adjourned at 8:19 p.m.

Submitted by:

Eugene Coppola