

MINUTES
Chatfield School Building Committee
Tuesday, January 8, 2008 @ 7:00 PM
Norma Drummer Room/Seymour Town Hall

Members present: John Putorti, Jay Hatfield, Frank Conroy, Paul Roy, Gene Coppola, Judy Legeza, Saundra Gesek, Bruce Baker, Phyllis Jachimowski, Ray Catlin, Fred Stanek, Peter Kubik, Trisha Danka, and Kurt Miller.

Not present: Don Smith and Mark Thompson.

Others present: First Selectman Robert J. Koskelowski, Assistant Superintendent Rick Belden, Superintendent Maryanne Mascolo, and Chatfield School Principal J. Brennan.

- The First Selectman opened the meeting at 7:03 PM.
- Everyone saluted the Flag and stated the Pledge of Allegiance.

Chatfield School Building Committee Charge:

The First Selectman explains the charge of the Committee. A letter was received from the Superintendent stating that they would like the proposed addition to Chatfield School be a priority right now. With the developments going in at the Skokorat Street area there may be 150 or so homes going in within the next 10 years. Hopefully this committee can work together to have the ground breaking by 2010 and have the doors open by 2011. This will be a long process, which is one of the reasons that there are 16 members. The members of this committee will need to look at hiring an architect or engineer and create a budget of approximately \$25,000 for that. The school will need a new cafeteria and gym/auditorium, as well as approximately 6 to 10 class rooms. The land also needs to be re-surveyed. Hopefully, the meetings can be held at the High School or at Chatfield Elementary.

Election of Officers:

The First Selectman opens the nominations for Chairman.

-Bruce Baker nominates two Co-Chairmen – Don Smith and Peter Kubik – Second by Trish Danka.

Vote: 13-Yes 1-Abstain (Peter Kubik)

Co-Chairman Peter Kubik continues nominations for Vice Chairman.

-Fred Stanek nominates Jay Hatfield for Vice Chairman – Second by W. Kurt Miller.

Vote: 13-Yes 1-Abstain (Jay Hatfield)

Co-Chairman Peter Kubik continues nominations for Secretary.

-Bruce Baker nominates Gene Coppola for Secretary – Second by Ray Catlin.

Vote: 13-yes 1-Abstain (Gene Coppola)

Meeting Schedule:

The Committee has decided that they would like to have meetings on the 2nd Tuesday of the month at Chatfield Elementary School at 7:00 PM. They would like to eventually change to two meetings per month.

The first meeting will be on Tuesday, January 29, 2008 at 7:00PM at Chatfield Elementary School. Principal Jay Brennan will be there to unlock the building.

The meeting schedule will be typed out and submitted for the next meeting on Tuesday, January 29, 2008 for approval.

Correspondence:

Co-Chairman Don Smith prepared hand outs for the committee.

- A letter from Dr. Mark K. McQuillan, Commissioner of Education concerning School Construction Grants and Audit Documentation Requirements.
- A copy of a draft letter dated March 16, 2005 concerning Architectural/Engineering Services Proposal Planning Assessment/ Facility Condition Study of Chatfield Elementary School.
- Diagram of Chatfield Elementary School.
- Copy of Survey of Chatfield Elementary School and property.
- Letter to Committee from Don Smith, Co-Chairman stating his thoughts and goals for this project.
- Copy of the letter from the Superintendents office concerning their need to make this building committee a priority at this time. A copy of the 2005 Future School Needs Committee's report. (attached to agenda)

Other Business:

The First Selectman suggests that the Committee put on the Agenda for the next meeting a transfer of funds for approximately \$20,000 to \$25,000 to hire an Architect/Engineer and to do a demographic study.

Co-Chairman Peter Kubik introduces himself and discusses what will have to be done to begin this project, which includes hiring an Architect/Engineer. Mr. Kubik and Rick Belden discuss changes that have been made in the State's process and that in order to get plans approved it is a long process. You must also accept the lowest qualified bidder and not many change orders are allowed any more. Architectural firms are aware of the changes.

Rick Belden brings up the fact that a generator at the school should be added to the specs and plans.

Hopefully in 2010 the study can be ready to bring to referendum and give to the public. The committee will need the services of Town Counsel.

At the next meeting on January 29, 2008 the committee will go through the building and evaluate and make suggestions on what is needed for the school.

The Committee make suggestions that the PTA and the press should be updated regularly so the public is aware of what is going on with the project. The committee also asks that a page is put on the Town's website updating the steps of the process.

Everyone will leave their contact info, including email to make a complete contact list.

Motion to adjourn @ 7:50 PM.

Motion: Bruce Baker

Second: W. Kurt Miller

Vote: 14-Yes

Submitted by,

Deirdre Caruso,

First Selectman Assistant