

DATE: 7/3/12
 TIME: 2:15 PM
 TOWN CLERK'S OFFICE

Town of Seymour

Building Review Committee

Minutes

Place: Community Center Meeting Room, 20 Pine Street Date: 6-21-12

Time: 6:30 p.m.

1. Meeting called to order by: Chairman Paul Wetowitz at 6:31 p.m.
2. Pledge of Allegiance
3. Roll Call:

Members of the Committee	Present	Absent	Late (time)
Scott Andrews	X		
Bruce Baker	X		
Tim Connors	X		
Nicole Klarides-Ditria		X	
Jennifer Magri	X		
Fred Messore	X		
Wayne Natzel		X	
Dennis Rozum		X	
Paul Sponheimer	X		
John Stelma	X		
John Uhelsky	X		
Paul Wetowitz	X		
Total	9	3	

Others Present: None

4. **MOTION:** to approve the prior Meeting Minutes of 6/7/12

Members of the Committee	Motion	Yes	No	Abstain
Scott Andrews				X
Bruce Baker	1	X		
Tim Connors				X
Nicole Klarides-Ditria				
Jennifer Magri		X		
Fred Messore		X		
Wayne Natzel				
Dennis Rozum				
Paul Sponheimer	2	X		
John Stelma				X
John Uhelsky		X		
Paul Wetowitz		X		
Total		6	0	3

5. Public Comment – None

6. Chairman's Report

- a. **Discussion** – Chairman Wetowitz notified the Committee that there was full approval to move forward with the needs study by the BOS.

7. Members discussion of Space Needs and Feasibility study and update, take any action as necessary

- a. **Discussion** – Chairman Wetowitz expressed that he was running behind but had sent information to the following in order to obtain proposals for the needs study- Michael Ayles @ Antonozzi & Assoc, Bill Silver @ Silver Petrucelli and Mike Marciniak @ Fletcher Thompson. He provided those firms with our documents and asked for a response by 7/5 meeting. Mr. Baker asked if the firms were coming in to meet with us. He is concerned with the timeline and asked if we could send out the responses electronically for review prior to the meeting if possible. Mr. Messore questioned whether there would be any issue with the BOE since it is summer. Ms. Magri stated no as the central office staff works year round. Mr. Baker suggested that Mr. Wetowitz should provide the firm with a listing of the personnel that they should speak with to obtain space needs.

8. Members discussion regarding the committee's mission, take action as necessary

- a. **Discussion** – Mr. Sponhemer asked if Mr. Kayser was still interested in LoPresti and if so we should be giving him a deadline to speak with us. Mr. Wetowitz shared that the LoPresti building is currently being used for Chatfield storage and ultimately there will be some contents that will be sold off. Mr. Baker is in agreement that Mr. Kayser should be told. Mr. Sponheimer stated we really need to understand in the event that we need some departments to land here rather than 20 Pine Street. Mr. Wetowitz will speak with Mr. Kayser about the urgency to get this wrapped up. Mr. Uhlesky asked what else needed to be done to get the money needed for the study. It was suggested that Tom Eighmie be added to the list of personnel with whom a firm should be interviewing. Mr. Messore suggested that this agenda item be removed from future agendas as much of this discussion has been completed. Mr. Messore suggested that we ask the firms for a list of questions so that department heads can be prepared for the interviews. Mr. Baker suggested that a communication go out to that list of personnel ahead of time from Mr. Miller alerting them to the need for the interview in order to set proper expectations of participation. Ms. Magri reminded everyone that the next meeting will be on 7/5 and Mr. Wetowitz hopes to have responses for review by then.

9. Public Comment - None

MOTION: To adjourn the meeting at 6:47 p.m.

Members of the Committee	Motion	Yes	No	Abstain
Scott Andrews		X		
Bruce Baker	2	X		
Tim Connors		X		
Nicole Klarides-Ditria				
Jennifer Magri		X		
Fred Messore	1	X		
Wayne Natzel				
Dennis Rozum				
Paul Sponheimer		X		
John Stelma		X		
John Uhelsky		X		
Paul Wetowitz		X		
Total		9	0	0