

**TOWN OF EAST HADDAM  
MIDDLE SCHOOL CONVERSION COMMITTEE  
July 22, 2010  
SPECIAL MEETING  
Adopted August 30, 2010**

**Call to Order**

The special meeting of the East Haddam Middle School Conversion Committee was called to order by Mrs. Malavasi on Thursday, July 22, 2010 at @ 6:00 p.m. at the Town Grange.

Present: Mary Jane Malavasi, Sharon Wheeler (departed at 6:48 p.m.), Ed Blaschik, Jim Ventres, Patricia Stricker, Elizabeth Dillon, Melissa Ziobron and Bryan Perry (arrived @ 6:10 p.m. and departed at 6:48 p.m.).

Others Present: Kenneth Sgorbati – Silver/Petrucelli and Associates. (unsure of spelling)

Absent: Craig Mansfield, Alan Hanks, Chuck Smith, David Nelson, First Selectman Walter, Paul Maxwell and Ruth Ziobron.

**Minutes – Approval of minutes from June 22, 2010, July 1, 2010 and July 15, 2010**

**Motion by Mrs. Ziobron to approve the special meeting minutes of June 22, 2010 as presented. Second by Mr. Ventres.**

**Favor: Malavasi, Wheeler, Ventres, Stricker, Ziobron**

**Oppose: None**

**Abstain: Blaschik, Dillon**

**Motion passed.**

**Motion by Mrs. Stricker to approve the special meeting minutes of July 1, 2010 with the following changes:**

-page 2, 1<sup>st</sup> paragraph, correct spelling to “Poliner”;

-page 3, 1<sup>st</sup> line strike “OMG” and change to “O and G”.

**Second by Mr. Ventres**

**Favor: Malavasi, Ventres, Stricker, Blaschik, Dillon**

**Oppose: None**

**Abstain: Wheeler, Ziobron**

**Motion passed.**

**Motion by Ms. Wheeler to approve the special meeting minutes of July 15, 2010 with the following changes:**

-Include Sharon Wheeler to attendance.

**Second by Mr. Ventres**

**Favor: Wheeler, Ziobron, Malavasi, Ventres, Blaschik, Dillon**

**Oppose: None**

**Abstain: Stricker**

**Motion passed.**

### **Correspondence**

-Construction firm interview confirmation letters.

### **Invoice Approval**

Committee members reviewed and discussed:

-invoice #10-753 dated 7-1-2010 in the amount of \$9,160.96;

-updated excel spread sheet of expenses to date.

**Motion by Mr. Ventres to approve invoice #10-753 dated 7-1-2010 in the amount of \$9,160.96. Second by Mrs. Stricker and unanimously passed.**

### **Public Comment**

There was none.

### **Chairman's Report**

Charlie Ferrell has advised Mrs. Malavasi that the museum has offered to store the murals if it was necessary to remove them for construction purposes, but were not looking to keep them.

### **Bonding Timeline Options**

Bond authorization schedules were reviewed and are filed at the Finance Office.

Mrs. Ziobron questioned if the Architect would be responsible for part of the expenses for mailings for the referendum.

### **Selectmen's Report**

First Selectman Walter was unavailable to report.

### **Engineers' Report**

Mr. Sgorbati reviewed the timeline. Construction documents should be complete by the end of August. Mrs. Ziobron questioned if there would be an opportunity for the CM to make changes to the construction documents without impacting the cost to the project.

Mr. Sgorbati replied yes.

Mrs. Ziobron voiced concern with having future vendors designing systems. Mr. Mansfield will review vendor designs at a future meeting and answer any questions.

Mrs. Dillon questioned what type of phasing of the project was included in the plan documents to which Mr. Sgorbati replied he was unsure, but would get that information to committee members.

Mr. Sgorbati questioned if a specific fixture had been considered for the site lighting at the back of the building. Mr. Ventres replied yes, the fixtures should be the same as those lighting the whole village of Moodus. The committee will make a final decision on the lighting once prices are reviewed. Outdoor lighting requirements were reviewed.

Plan documents regarding window elevations were reviewed and discussed. Committee members requested changes and pricing of the options to be presented by the Architect at a future meeting.

### **Subcommittee Reports**

#### **Construction Manager Update & Interview Questions**

Newfield Construction, Downes Construction Co., LLC, Turner Construction Company and Montagno Construction will be interviewed on August 3, 2010 at 5:00 p.m. at the Annex. There were 9 on time Construction Manager Companies to choose from. 2 Construction Managers Companies were not on time.

#### **Inventory Removal through GovDeals**

GovDeals is an ebay source which allows for listing of inventory such as chairs and lockers. Mrs. Stricker stated listings could be for a certain number of days and recommended that the committee review the site online. Committee members are waiting for the Attorney to approve the contract. The Selectman's Secretary has offered to upload and manage the listings. Mrs. Stricker voiced concern with the Inventory Removal affecting the timeline. Mr. Ventres suggested dumpsters. Mrs. Stricker suggested a deadline of Columbus Day weekend for all inventory removal. Mrs. Ziobron stated she was not in favor of GovDeals. Mrs. Malavasi noted the Selectman's Office was responsible for making the decision and that the committee needed their decision by August 5<sup>th</sup>.

#### **STEAP Grant Application**

A STEAP application has been submitted. The full application amount is for \$500,000. Ms. Wheeler reviewed the grant. It is filed at the Finance Office. It was noted that the STEAP grant could conflict with receipt of other grants.

Ms. Wheeler has been reviewing a Historic Building Grant. The building is not required to be on the historic directory. Mrs. Dillon noted window replacement could fall under this grant.

AARA grant criteria were reviewed by the architect.

Committee members are actively investigating all grant opportunities.

**General Discussion**

Mrs. Ziobron will update the MSCC webpage. Public Relations efforts were discussed.

**Public Comment**

There was none.

**Next Meeting Date – CM Interviews on August 3, 2010, 5:00 PM Annex; Regular meeting – August 12, 2010 6:00 PM**

**Adjournment**

**Motion by Mrs. Dillon to adjourn at @7:35 p.m. Second by Mrs. Stricker and unanimously passed.**

Respectfully Submitted;

E. Ruth Ziobron  
Recording Secretary