

**TOWN OF EAST HADDAM
MIDDLE SCHOOL CONVERSION COMMITTEE
August 12, 2010
REGULAR MEETING
Adopted August 30, 2010**

Call to Order

The regular meeting of the East Haddam Middle School Conversion Committee was called to order by Mrs. Malavasi on Monday August 12, 2010 at 7:04 p.m. at the Grange Hall.

Present: Mary Jane Malavasi, Patricia Stricker, Ed Blaschik, Elizabeth Dillon, Chuck Smith, Craig Mansfield and David Nelson-arrived 6:25 p.m.

Others Present: Brian Perry, Paul Maxwell-arrived 7:00 p.m.

Absent: Alan Hanks, Melissa Ziobron, Sharon Wheeler, Jim Ventres and First Selectman Mark Walter.

David Nelson was seated for Jim Ventres upon his arrival.

Minutes

Motion by Ed Blaschik and Seconded by Patricia Stricker to approve the special meeting minutes of August 3, 2010.

Motion passed unanimously.

Correspondence

Mrs. Malavasi reminded the group that she had forwarded an email that Newfield Construction had sent as a follow up to the interviews on August 3rd.

Invoice Approval

None

Public Comment

None

Chairman's Report

Cindy Varriccio is working on getting the letters of intent out to all the proposed tenants for the building.

Selectmen's Report

None

Engineers' Report

None

Subcommittee Reports

Update on Construction Manager Process

Continued discussion was held on the Construction Manager interviews. Members discussed information they were able to obtain on each of the companies as well as some first hand knowledge of the companies interviewed.

After a lengthy discussion the group agreed that all four of the groups interviewed are qualified but felt that Newfield Construction was the best fit to work with the committee and ensure the project is passed through referendum and completed timely and on budget.

The open issue was the need to clarify with Newfield Construction would be willing to hold their pre-construction fees until the project passed referendum. Mrs. Malavasi to follow up.

Motion by Ed Blaschik, seconded by Elizabeth Dillon to recommend to the Board of Selectman that Newfield Construction be awarded the contract for pre-construction services and Construction Manager. This recommendation is pending a written commitment that Newfield Construction will make a reasonable attempt to use local contractors, venders and suppliers for the project as well as written confirmation that they will waive all fees for pre-construction services pending approval at referendum.

Motion passed with one abstention from David Nelson.

Update on Inventory & Portable Removal RFP's

The Board of Selectman voted to accept the bid from Franklin Academy so the removal of the portables is moving forward.

Mrs. Stricker is working with a group called Government Deals to get items sold that remain in the building. Government Deals is like an eBay for Government agencies to use. The town Attorney was reviewing the agreement and sent back comments to town. These will be reviewed by the sub-committee.

Facilities Subcommittee Report

A brief discussion was held around the windows for the front of the building. Because there was no representation from the Architect firm it was decided to continue the discussion at the next meeting.

Public Relations Report

No update

Legal and Grants Report

No Update

General Discussion

A discussion was held on assigning one or two committee members to be a point person(s) to work with the construction company once the project is approved and construction begins. The committee agreed this is a good idea and future discussion to be held on this idea as we move forward.

Public Comment

None

Next Meeting Date – August 26, 2010 7PM ANNEX

Adjournment

Motion by Ed Blaschik to adjourn at 7:25 p.m., seconded by Chuck Smith and unanimously passed.

Respectfully Submitted;

Craig Mansfield
Secretary