

Elementary School Building Advisory Group  
Special Meeting Minutes  
Location: Town Annex  
December 4, 2013  
7:00 p.m.

Attendees:

**John Crovo – Committee Member (JC)**  
**Jason Guernon – Committee Member (JG)**  
**Melissa Munster – Committee Member, Secretary (MM)**  
**Brian Ouellette – Committee Member (BO)**  
Craig Mansfield- Director of Facilities (CM)  
Raymond Wiley – O&G Industries (RW)  
Dave King – Kaestle Boos Associates, Inc. (DK)

Absent:

**Bob Weronik – Committee Member, Chairman (BW)**  
**Nicholas Bonadies – Alternate Committee Member (NB)**  
Tracey Gionta – Board of Education Representative (TG)  
Jim Ventres – Land Use Administrator (JV)  
Cindy Varricchio – Finance Director (CV)

- **BOLDED NAMES ARE VOTING MEMBERS**

I. Call to Order

JC called the meeting to order at 7:04 p.m.

II. Old Business

The group reviewed the presentations they gave to the members of the community (i.e., Senior Center, Park & Rec, PTOs), as well as the public hearing.

The group agreed that a meeting with Todd Moss to discuss the project's cost estimates was advisable.

The group also discussed operating costs and whether there is any way to look at similar projects and estimate what the operating costs for the renovated elementary school would be. CM agreed to get the numbers for what the school is currently paying for fuel and electricity. RW agreed to provide estimated operating costs per square foot for the renovated building.

The group also discussed the application to the USDA for the grant and financing. CM advised that the grant was going before the BOF for consideration on December

9, 2013. USDA has indicated that a decision on any application will be made in January 2014.

III. Audience of Citizens

None present.

IV. Action on Public Hearing Minutes

JG, BO; motion to approve the 11/13/13 public hearing minutes. All present in favor.

V. Adjournment

JG, BO; motion to adjourn at 7:50 p.m. All present in favor.

Respectfully Submitted,

Melissa Munster  
Secretary