

**Draft Minute of the Meeting
Municipal Facility Building Advisory Group
Elementary School Building Advisory Group
January 8, 2015 7:00
Location: Grange Hall**

Attendees:

Municipal Facility Building Advisory Group

David Morrison – Committee Member (DM)
Edward Blaschik-Committee Member (ECB)
Karen Conover –Committee Member (KC) (Arrived 7:25PM)
Vicent Garofalo- Alternate Committee Member (VG)
 Paul Jorgenson-Silver Petrucelli Architects (PJ)
 Craig Mansfield- Director of Facilities (CM)
 Mark Walters – First Selectman (MW)
 Jim Ventres- Land Use Administrator (JV)
 Raymond Wiley – O&G Industries (RW)

- **BOLDED NAMES ARE VOTING MEMBERS**

Item	Description	OPR	Due Date
1-1	Call to Order: The meeting of the Municipal Facilities Building Advisory Group was called to order at 7:00		
2-1	Approval of Agenda: ECB Motioned to approve the agenda with DM as a second. All voted approval		
3-1	Approval of Minutes from December 10, 2014: ECB made a motion to approve the meetings minutes. DM seconded the motion. All voted to approve the minutes.		
4-1	Discussion on Election of Chairman and Secretary This item was tabled.		
5-1	Old Business: Programming Discussions: PJ passed out revised program and floor plans as requested from the last meeting. Major revisions included replacing the Youth and Family Services, food and clothing bank with emergency services.		

	PJ noted that the layout is conceptual to show that all the required programs can be fit into the space. What fits into each space will be adjusted as the project moves forward.		
5-2	Update on phasing the project: RW presented the project is it was phased over the next 5-6 years: -First phase would include: Repairing the envelope, Demolishing the Ray building, Demolishing the interior, Utilizing and it out of only 10,000 sf for the gym area, and creating the new entry and vault areas for approximately \$9.7 million. -Next would be the fit out of the rest of the building and misc. site work for a grand total of \$28 million.		
5-3	Group showed concerns over the large escalation in the numbers since 2011-12 when the total project with a garage was approx. \$13M. Group requested that CM pursue getting another estimate to prove out O&G's dollars.		
6-1	New Business: Timeline discussions: CM to attempt to get second estimate completed for next meeting so committee can review.		
8	Audience of citizens: No comments		
9	Next meeting will be January 22, 2015:		
10	A motion to adjourn was made by KC and seconded by DM at 7:35 pm.		

Submitted as approved via Committee on _____, for the record:

Secretary: _____ Date _____