

PRELIMINARY MINUTES
Town of Brookfield
Municipal Building Committee
Regular Monthly Meeting
January 31, 2012 – 7:00 P.M.
Town Hall – Room 133

1. **Call to Order**: Meeting was called to order at 7:03 P.M. by Vice Chairman Josh Flowers.

Present: Committee Members: John Martino, Jr., William Perrone and Robert Ziembicki

Absent: George Brown, Jr. and Paul Checco

2. **Election of Officers**:

A motion was made by John Martino, Jr. to nominate Paul Checco as Chairman and Josh Flowers as Vice Chairman. A motion was made by Josh Flowers to nominate John Martino, Jr. as Secretary. The motions were seconded by Robert Ziembicki and passed 4-0.

3. **Approval of Minutes**:

o **April 21, 2009 Meeting**: Approval of the minutes from the April 21, 2009 meeting was tabled pending clarification from the Town Attorney regarding wording for the reason for the Executive Session.

o **September 20, 2011 Meeting**: A motion was made by John Martino, Jr. to approve the minutes from the September 20, 2011 MBC Meeting. The motion was seconded by Robert Ziembicki and passed 3-0. William Perrone was not present at that meeting.

o **November 15, 2011 Meeting**: Due to lack of quorum needed to approve the minutes from this meeting, approval was tabled until the next meeting.

o **December 20, 2011 Meeting**: A motion was made by William Perrone to approve the minutes from the December 20, 2011 MBC Meeting with the correction noted by Curt Verdi that the toilet room partition had been completed as of that meeting. The motion was seconded by Robert Ziembicki and passed 3-0. John Martino, Jr. was not present at that meeting.

4. **Senior Center Update**:

Vice Chairman Flowers stated that most if not all of the final documentation and paperwork have been received. Maxine Cohen will follow-up with Curt Verdi regarding the release of all the bonds. The Finance Department is in the process of closing out the project. Secretary Martino questioned whether the LEED certification had been finalized. Vice Chairman Flowers stated he believed that Verdi had submitted all of the required paperwork to Perkins and Will. Perkins and Will needs to take care of their portion. He will speak with Chairman Checco tomorrow to follow-up with Perkins & Will's main office.

5.

Correspondence: None.

6. **Invoices:** None.

7. **Additional Business:** Secretary Martino asked if Chairman Checco could find out how to resolve the April 21, 2009 Meeting Minutes. Vice Chairman Flowers will follow-up with Chairman Checco.

8. **Public Comment:** None.

9. **Next Meeting:** The next meeting is scheduled for February 21, 2012 at 7:00 P.M.

10. **Adjournment:** A motion was made by John Martino, Jr. to adjourn the meeting at 7:10 P.M. The motion was seconded by William Perrone and passed unanimously, 4-0.

Respectfully submitted,

Josh Flowers
Vice Chairman