

Town of Colchester  
Building Committee - Special Meeting  
November 28, 2011 - 7:00 PM  
Town Hall

**MINUTES**

Members Present: Thomas Tyler, Anthony Tarnowski, Joseph DeLucia, Joseph Ruiz, Paul Picard

Members Absent: Pam Scheibelein

Others Present: Director of Facilities Greg Plunkett, Senior Center Director Patti White, First Selectman Gregg Schuster, Board of Education Chairman Ronald Goldstein, Board of Education Member Brad Berneir, Citizen Norm Dupuis

1. Call to order: Chairman Tyler called the meeting to order at 7:05 p.m.

2. Citizens Comments: None

3. Election of Officers: Committee would like to wait until all positions have been filled on the committee before electing a Vice-Chairperson.

4. Approval of Minutes

November 10, 2011: P. Picard motioned to approve the minutes of the November 10, 2011 Special Meeting, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

5. Project Timeline: Timeline, as developed by G. Plunkett, tracks the process up until possible referendum in October 2012. The timeline is subject to change on an as to basis.

6. RFQ/RFP for Architectural Services Review: The RFQ, draft dated November 21, 2011, was reviewed thoroughly and discussed. Minor changes were made such as limit on number of pages, providing photos, and an addition by R. Goldstein requesting the Architect to describe any experience and/or ideas he/she has with providing learning experiences to high school students.

Committee will begin developing questions for interviews and an evaluating method for Architectural Firms submitting an RFQ.

P. Picard motioned to accept the Request for Qualifications for Architectural and Engineering Services with amendments as discussed seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**

7. Adjournment: G. Plunkett will look in to the possibility of the next meeting on December 8<sup>th</sup> being held at WJJMS.

P. Picard motioned to adjourn, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

Chairman Tyler adjourned the meeting at 8:28 p.m.

Submitted by,

Dawn LePage, Clerk

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COLCHESTER, CT  
2011 NOV 30 PM 3:45  
NANCY A. BRAY  
TOWN CLERK