

Town of Colchester
WJJMS/ Community Center Building Committee
Regular Meeting
January 12, 2011 - 7:00 PM
William J. Johnston Middle School - Media Center

RECEIVED
COLCHESTER, CT
2012 JAN 19 PM 3:53
NANCY A. BRAY
TOWN CLERK
Nancy A. Bray

MINUTES

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

Members Absent: None

Others Present: Director of Facilities Greg Plunkett, Board of Education Chairman Ronald Goldstein, Board of Finance Liaison Bruce Hayn, Bacon Academy Civic Students, Chuck Guarino

1. **Call to order:** Chairman Tyler called the meeting to order at 7:03 p.m.

2. **Citizens Comments:**

✓ Chairman Tyler used this time to explain to Bacon Academy Civic Students the scope of the Committee.

✓ Goldie Liverant, representing Commission on Aging, reviewed the submitted RFQs. Four of them mention no senior center experience. She urged the Committee to take that into consideration when hiring an architect and not to minimize the importance of the Senior Center.

J. DeLucia motioned to add item 8a. Citizens Comments to the agenda, seconded by P. Scheibelein. Vote was unanimous. **MOTION CARRIED.**

3. **Approval of Minutes**

*December 22, 2011: A. Tarnowski motioned to approve the minutes of the December 22, 2011 Special Meeting, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.**

4. **Discussion on regarding scope of the project and budget:**

✓ The Board of Finance (BOF) and Board of Selectman (BOS) have not determined an acceptable cost of the project. They would like the Committee, upon hiring an architect, work to establish a cost and bring that dollar amount to the Boards for discussion. It was recognized that while the identified cost given by Lawrence and Associates' 2009 report should be used as a reference the cost will have changed. The Committee will stress to the hired architect that though an acceptable cost has not been established it is not an unlimited budget. Cost is crucial.

* P.Picard left at this time.

➤ B. Hayn asked the Committee to keep in mind that this will be looked at as three projects and should have three numbers, all have different reimbursements. There also needs to be a cost number for maintainability and operability .

5. Discussion on reviewing and rating submitted RFQs: Members have until next meeting on January 26, 2012 to review and rank submitted RFQs. The best form of matrix and all that needs to be considered was discussed. Members made changes to the draft matrix. J. DeLucia will make the final changes.

A. Tarnowski motioned to use the matrix as changed (attached) to assist members in the submitted RFQ evaluation process, seconded by P. Scheibelein. Vote was unanimous. **MOTION CARRIED.**

Members are to have individual thoughts to J. DeLucia by January 23, 2012 for them to be tallied.

6. RFP for Architectural Services: Final copy of the RFP will be sent to interviewing Architects to be returned in a sealed at the interview.

7. Project Timeline: No changes.

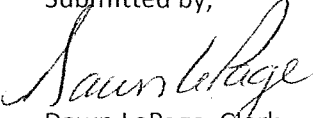
8. Discussion and possible changes to 2012 meeting dates: P. Scheibelein motioned to approve the 2012 meeting dates and locations as amended (attached), seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

**Interviews will be held February 6 & 7, 2012 at WJJMS Media Center.

8a) Citizens Comments: None

9. Adjournment: J. DeLucia motioned to adjourn, seconded by P. Scheibelein. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:39 p.m.

Submitted by,


Dawn LePage, Clerk

WJJMS / Community Center Building Committee
2012 Meeting Dates Amended:

January 12, 2012	May 10, 2012	September 27, 2012
January 26, 2012	May 24, 2012	October 11, 2012
^February 6, 2012	June 14, 2012	October 25, 2012
^February 7, 2012	June 21, 2012	November 8, 2012
February 9, 2012	<i>*June 28, 2012</i>	November 29, 2012
February 23, 2012	<i>*July 12, 2012</i>	December 13, 2012
March 8, 2012	<i>*July 26, 2012</i>	<i>*December 27, 2012</i>
March 22, 2012	<i>*August 9, 2012</i>	
*April 12, 2012	<i>*August 23, 2012</i>	
April 26, 2012	September 13, 2012	

Delete: June 21, 2012

Add: June 28, 2012 and November 29, 2012

^ February 6 & 7, 2012 – Interviews for Architects

* *Asterisk*: Meetings held at Town Hall due to school vacation

All other meetings to be held at WJJMS Media Center