

**Town of Stonington
K-12 Building Committee
Special Meeting Minutes
Central Office, Old Mystic, CT
June 3, 2014
7:00pm
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Members present: Rob Marseglia, Chairman, Julie Holland, and Bill Sternberg

Late arrival: Kathy Sanford, 7:22pm

Members absent: Deane Beverly, George Crouse, June Strunk

Recording Secretary: Sandy Tissiere

Guests and citizens: Tom Hennick, Public Education Officer, State of Connecticut FOI Commission, Bill King, SPS Business Manager, Paul Sartor, Glee Ananly, Town of Stonington Board of Selectmen, Stonington High School students

1. Call to Order

Rob Marseglia, Chairman, called the meeting to order at 7:08pm

2. Approval of Minutes from May 13th

It was noted the sentence: "*To ensure the project can proceed, Rob Marseglia will inquire of Ed Habarek, First Selectman, to request the town-engineering staff to conduct this study.*" was not accurate. It was supposed to be Bill Sternberg who would speak to Ed Habarek. Also, Julie Holland's last name was spelled incorrectly in item 2 of the minutes. These items need amending.

The following motion was made by Bill Sternberg and seconded by Julie Holland:

Motion: To approve the minutes from May 13, 2014 as amended

All: Aye

3. Discussion of Freedom of Information

Tom Hennick, Public Education Officer, State of Connecticut, FOI Commission educated the committee on the State's FOI statutes for public committees. He then discussed executive sessions as described in The Connecticut Freedom of Information Act as Codified in Chapter 14 of Connecticut General Statutes (including 2012 Amendments)*, Sec. 1-200. (Formerly Sec. 1-8a), Definitions, Item 6, "Executive sessions". (attachment 1) There are five (A-E) reasons in this item that necessitate a committee to call an executive session. He further explained the procedures of holding an executive session. Mr. Hennick distributed two pieces of reference information to the committee: Notice of Meetings (attachment 2) and Highlights of the Connecticut Freedom of Information Act (attachment 3)

4. Discussion of K-12 Building Committee executive session policy

The committee discussed the importance of community input to the project of expanding/remodeling the elementary schools. They intend to be forthright with the community regarding process and procedure. However, there is a need for an informal policy concerning the need for executive session. It was decided an executive session would be necessary for the following purposes:

- Drafting the proposal and task document to ensure fairness of the process of hiring an architect.
- The process of reviewing architects' qualifications.
- The interviewing of architects.

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5. Draft RFP/RFQ Review and Comment (possible executive session)

Bill Sternberg drafted a legal proposal and task document for discussion. To ensure fairness and equity in the process for choosing an architect, the committee decided to enter into executive session at 8:06pm to discuss these documents.

The following motion was made by Bill Sternberg and seconded by Julie Holland:

To move the meeting into executive session.

All: aye

The following amended motion was made by Bill Sternberg and seconded by Julie Holland:

To move the meeting into executive session and invite the following people into the executive session:

Bill King, SPS Business Manager, for his knowledge of the RFP/RFQ process and of State policies and procedures. Paul Sartor, for his knowledge and expertise of building committee projects.

All: aye

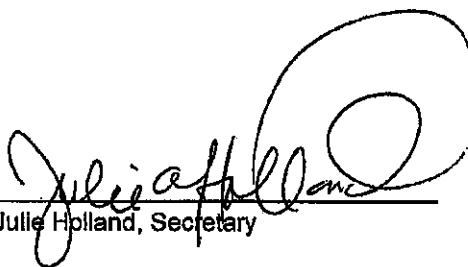
The executive session ended at 9:07pm. No action was taken after the meeting.

6. Adjourn

The following motion was made by Bill Sternberg and seconded by Julie Holland:

Motion: To adjourn the meeting at 9:07pm

All: Aye


Julie Holland, Secretary

**THE CONNECTICUT FREEDOM OF INFORMATION ACT
AS CODIFIED IN CHAPTER 14 OF CONNECTICUT GENERAL STATUTES
(INCLUDING 2012 AMENDMENTS)*
(Item 3, reference made in the minutes
regarding "Executive sessions"**

Attachment 1

(3) "Caucus" means (A) a convening or assembly of the enrolled members of a single political party who are members of a public agency within the state or a political subdivision, or (B) the members of a multimember public agency, which members constitute a majority of the membership of the agency, or the other members of the agency who constitute a minority of the membership of the agency, who register their intention to be considered a majority caucus or minority caucus, as the case may be, for the purposes of the Freedom of Information Act, provided (i) the registration is made with the office of the Secretary of the State for any such public agency of the state, in the office of the clerk of a political subdivision of the state for any public agency of a political subdivision of the state, or in the office of the clerk of each municipal member of any multitown district or agency, (ii) no member is registered in more than one caucus at any one time, (iii) no such member's registration is rescinded during the member's remaining term of office, and (iv) a member may remain a registered member of the majority caucus or minority caucus regardless of whether the member changes his or her party affiliation under chapter 143.

(4) "Person" means natural person, partnership, corporation, limited liability company, association or society.

(5) "Public records or files" means any recorded data or information relating to the conduct of the public's business prepared, owned, used, received or retained by a public agency, or to which a public agency is entitled to receive a copy by law or contract under section 1-218, whether such data or information be handwritten, typed, tape-recorded, printed, photostated, photographed or recorded by any other method.

(6) "Executive sessions" means a meeting of a public agency at which the public is excluded for one or more of the following purposes: (A) Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open meeting; (B) strategy and negotiations with respect to pending claims or pending litigation to which the public agency or a member thereof, because of the member's conduct as a member of such agency, is a party until such litigation or claim has been finally adjudicated or otherwise settled; (C) matters concerning security strategy or the deployment of security personnel, or devices affecting public security; (D) discussion of the selection of a site or the lease, sale or purchase of real estate by a political subdivision of the state when publicity regarding such site, lease, sale, purchase or construction would cause a likelihood of increased price until such time as all of the property has been acquired or all proceedings or transactions concerning same have been terminated or abandoned; and (E) discussion of any matter which would result in the disclosure of public records or the information contained therein described in subsection (b) of section 1-210.

(7) "Personnel search committee" means a body appointed by a public agency, whose sole purpose is to recommend to the appointing agency a candidate or candidates for an executive-level employment position. Members of a "personnel search committee" shall not be considered in determining whether there is a quorum of the appointing or any other public agency.

NOTICE OF MEETINGS

Type	Notice	Agenda/ Notice Contents	Adding to Agenda/ Notice	Filing Record of Votes	Filing Minutes
Regular	File yearly schedule with Sec'y Of State (state) or Town Clerk (municipal) by Jan. 31 st **	Agenda available at least 24hrs. before meeting. **	Agenda items may be added by 2/3 vote of those members present and voting.	Within 48 hrs. after meeting (if minutes not available within 48 hours).	Within 7 calendar days after meeting. ***
Special	At least 24 hrs. before meeting, file at Sec'y Of State (state) or Town Clerk (municipal). *	At least 24 hrs. before meeting, Time, place and business must be included in notice. *	Not permitted	Within 48 hrs. after meeting (if minutes not available within 48 hours).	Within 7 business days after meeting. ***
Emergency	None required if emergency is justified.	None required if emergency is justified.	Only emergency matters may be considered.	Within 48 hrs. after meeting (if minutes not available within 48 hours).	Within 72 hrs. after meeting. Must state reason for emergency. ***

* Available with Sec'y Of State (state) or Town Clerk and in place of business. Also, must be posted on agency website.

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