

COMSTOCK BUILDING COMMITTEE

MINUTES

June 10, 2013

Present: Bill Brautigam, Bruce Hampson, Mark Ketley, Jim Saxe, Judy Zucker

Absent: Lizabeth Doty, Dave Hapke, Cathy Pierce, Steve Pierce

Also present: Joe Polito, Joe Seaman, Ty Tregellas (Turner), Malcolm Whyte

Judy Zucker, per the request of First Selectman Bill Brennan, opened the meeting at 5:05 p.m.

Upon motion duly made by Bruce Hampson and seconded by Mark Ketley, Judy Zucker was elected chairman and Bill Brautigam vice-chairman by unanimous vote. No secretary was chosen.

In a review of materials previously distributed, Ty Tregellas explained the ATC letter dated May 7, 2013 regarding lead/asbestos analysis and management plan. That work had already been authorized by the Capital Projects Steering Committee.

After discussion focused on the Comstock Renovations Statement of Requirements dated February 8, 2013 and the scope of the project, the following motion was made by Bruce Hampson, seconded by Bill Brautigam and approved unanimously: that the Comstock Building Committee will prepare and distribute a Request for Proposals for the completion of schematic design for the Comstock renovation plan based upon the Statement of Requirements and, for purposes of the R.F.P., in the approximate amount of eight million dollars (\$8,000,000) for the entire project. It is further understood that the new boiler and associated costs will be included in this R.F.P. on a separate, accelerated track since funding has already been authorized and full design, bid documents and completion will be required for this component only.

Questions were raised relating to the need for additional forensic analysis. The group, by consensus, decided to defer further studies at this time. The chairman will collect and distribute recent Town-authorized reports on the building's condition(s).

The chairman asked all committee members to review the Statement of Requirements and send her comments and questions.

The committee will meet next on Monday, July 15th, and Monday, July 29th, at 5 p.m. in the senior center lounge.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Judy Zucker
Secretary pro-tem