

**Community Center Building Committee
Special Meeting Minutes
Wednesday, January 19, 2011
5:00 p.m. – Planning & Zoning Department Conference Room
Town Hall**

1. Call to Order

Chairman Gwudz called the special meeting to order at 5:00 p.m.

2. Roll Call

Present were Committee members Gwudz, Marcus and Gregory. Also present was Town Planner Marcia Vlaun, Parks & Recreation Director Peter Bushway, Town Council Liaison, Dana McFee and Michael Lisks, Project Architect for TLBA Architecture.

3. New Business

a. Discuss and review plans for the upgrades required to bring the Fair Oaks building up to code with available STEAP grant money.

Chairman Gwudz stated the purpose of the meeting is to review the code upgrades to the Fair Oaks School building and to discuss how the \$200,000 STEAP grant money will be spent bringing the building up to code. He distributed a color coded map that depicts the areas of the building that will be getting upgrades to the mechanical ventilation, electrical service upgrade, fire protection walls and paint. Ms. Vlaun stated some areas will require waivers as opposed to code changes and are depicted in the request for code modification. A sprinkler system will not be installed due in part to low water supply in this area. Ms. Vlaun stated the bid documents and specifications are on file in her office if anyone wants to look at them at a later date. She explained the Department of Economic Commission and Development (DECD) currently has a copy of all the plan and the town can not move forward until there is approval from them. The plan has been reviewed by the town Fire Marshal and Building and Zoning officials. She discussed the possibility of getting additional grants in the future that would continue the upgrade of the building. Chairman Gwudz reviewed each area depicted on the plan and inquired regarding the exact occupancy of each area for clarification. It was the consensus of the Committee it would be a good idea to post maximum occupancy signs in each area for clarification. The Committee discussed with the architect the upgrades necessary to reclassify the building from Educational only to General Assembly and Business Use and the modifications required to do so. Ms. Vlaun discussed a pre-bid meeting that will be scheduled to allow anyone who wishes to bid the job to inspect the building and to

answer questions at that time. She indicated she will send the Committee members notification of the public bid and notice of the bid opening.

Motion made by Chairman Gwudz, seconded by Committee Member Gregory to move forward with the bidding process for the building upgrades upon notification of approval of the plans from the Department of Economic Commission Development (DECD). Discussion, none, voice vote, 3-0, all in favor, motion carried.

4. Remarks from the Committee – none.
5. Remarks from Town Council Liaison, Dana McFee – none.
6. Remarks from the Public – none.
7. Adjournment

Motion made by Chairman Gwudz, seconded by Committee Member Marcus to adjourn the meeting at 6:00 p.m. Discussion, none, voice vote, 3-0, all in favor, motion carried.

Respectfully Submitted by:

Audrey Ulmer, Recording Secretary for the Town of Montville