

**TOWN OF COLCHESTER
SENIOR CENTER BUILDING COMMITTEE
MAY 26, 2020 – 5:00 P.M.
VIRTUAL MEETING**

MINUTES

Members in Attendance: Chairman Anthony Tarnowski, Vice-Chair Marilyn Turner, Sean Nadeau, Joe Ruiz, Majorie Mlodzinski, Ron Silberman, Kevin Hastings

Alternates: Geraldine Transue, Madelyn Starkey

Members Absent: None

Alternates: None

Others Present: Director of Senior Services Patty Watts, Bill Silver, Dean Petrucelli, David Stein, Dave Dickson, Matt Gallerani

1. **Call to Order:** Chairman Tarnowski called the meeting to order at 5:04 p.m.
2. **Seating of Alternate members:** Chairman Tarnowski called for an alternate member to be seated in Silberman's absence. J. Ruiz motioned to seat alternate M. Starkey as a voting member seconded by K. Hastings. Vote was unanimous. **MOTION CARRIED.**
3. **Amendments to Agenda:** None
4. **Citizens Comments:** None
5. **Approval of Minutes of April 28, 2020 and Special Meeting May 11, 2020:** S. Nadeau motioned to approve the minutes of the April 28, 2020 meeting, seconded by K. Hastings. Vote was unanimous. **MOTION CARRIED.**
M. Mlodzinski motioned to approve the minutes of the May 11, 2020 special meeting, seconded by M. Turner. All members voted in favor with S. Nadeau & J. Ruiz abstaining. **MOTION CARRIED.**
6. **Correspondence:** Chairman Tarnowski said he received one email questioning when the RFQ for the Owner's Rep would be going out.
7. **Approval of Invoices:** None

*R. Silberman arrived at this time

8. **Report of Architect and possible action:** D. Dickson reported that there was a 50-foot discrepancy between the original survey provided and the newer one received. The latest version reflects an additional 50 feet was deeded to the lots that abut the property. D. Petrucelli presented and reviewed a program worksheet which outlined proposed square footage for each area. The document also presented 4 schematic design options with a variation of both one-story and two-story designs. Due to the lot being 50 feet narrower than originally thought, the layouts presented will need to be reconfigured. Members provided feedback on the designs. Having a one-story building would be challenging, especially due to the now even smaller lot, but D. Petrucelli explained that it is more cost-effective. The elevator and stairs add significant cost. Chairman Tarnowski requested members to email him any additional thoughts on the schematics. He will then compile them and send to the architects. He will also confirm the lot size.
9. **Owner's Representative RFQ discussion and possible action**
 - a. **Update of RFQ revision including scheduled dates:** The RFQ for an Owner's Rep is out to bid. Bids will be opened on June 5th at 2:00 p.m. The committee hopes to review the bids at the June 9th meeting and decide at that time who they want to interview with a decision made by the June 23rd meeting. Chairman Tarnowski recognized this is a tight schedule and might not be possible.

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10. Overall Project Schedule review: K. Hasting continues to update a draft schedule. His current schedule shows a break ground date of June 2021.

11. Open Items:

a. **Other funding sources – Community Block Grant:** No updates

12. Citizens Comments: J. Butkus of Arcadis said he is looking forward to responding to the RFQ and hopes to work with Colchester again.

13. Adjournment: J. Ruiz motioned to adjourn. Vote was unanimously approved. Chairman Tarnowski adjourned the meeting at 6:29 p.m.

Submitted by,

A handwritten signature in cursive script, appearing to read "Dawn LePage".

Dawn LePage, Clerk