

**ELEMENTARY SCHOOL BUILDING COMMITTEE
SPECIAL MEETING MINUTES
Thursday – August 20, 2015
Town Hall – 1 pm**

1. **CALL TO ORDER** – A Special Meeting of the Elementary School Building Committee was held on Thursday, August 20, 2015 at Town Hall. Chairman Roy Cook called the meeting to order at 1:12 pm. Committee members Rich Nelson, Dave Holl, Mary Ellen Brown and Jim Feeney were present at Town Hall. Jennifer Frank and Tim Butler attended via conference call. Also present at Town Hall was First Selectman, Jim Hayden. Superintendent Christine Mahoney, BOE Business Manager Susan Greco and Al Howat from Newfield Construction were present via conference call.

2. **NEW BUSINESS:**

a. **Act upon and review invoices for payment** – Mary Ellen Brown made a motion to approve for payment an amount of \$76,235.87 to Newfield Construction for the first payment of the Allgrove window replacement project. Seconded by Jennifer Frank. The backup documentation was reviewed by the committee. **Motion Approved Unanimously.**

b. **Update on Allgrove Projects** – First Selectman Hayden briefly reviewed project finances. Through August 18, 2015 and not including the costs of the Allgrove window replacement; \$11,358,939.43 of the total \$11,800,000 project budget has been expended. The total budget included projected state reimbursement (\$4,600,000) and town funding (\$7,200,000). The project has currently received \$4,590,456 as reimbursement from the state and \$6,768,483.43 of the town funding has been spent. Previously, \$341,898 was approved for the window project and the actual cost should be slightly under that number. It is also expected that there is an additional \$20,000 worth of expenses in the “pipeline”. After the windows and other expenses are deducted it is anticipated that \$70,000 of town project funds will remain. A portion of these funds will be used for project close out expenses and the state final audit.

The Superintendent mentioned that replacement of the blinds were not included in the window project. Al Howat is working on an estimate of the cost and the Committee will determine at its next meeting if blinds will be part of the project. Al Howat also said that all windows and door replacements should be completed by August 25th with the exception of the special order window in the BOE hallway.

3. **ADJOURN** – Dave Holl made a motion to adjourn, seconded by Mary Ellen Brown. **Motion approved unanimously** at 1:30 pm.

Respectfully Submitted,
James M. Hayden, First Selectman