

## **TOWN GARAGE BUILDING COMMITTEE**

### **MEETING MINUTES**

**DECEMBER 2, 2010**

### **BARKHAMSTED ELEMENTARY SCHOOL**

Members in attendance were Peter Bakker, Paul Duran, Bill LeGeyt, Al Neumann, Carmen Smith, Don Stein and Bob Zematis. Alternates present were Rich Novak, Linda Persechino and Gary Stewart.

The committee discussed their charge, which is to carry the town garage expansion and renovation project through to its completion. This will include preparation of a requirements document that will be used to form the basis for a request for proposal from contractors, who are qualified to do a design-build project of this magnitude. The committee will then select a contractor and negotiate a price for the project, which then forms the basis for a Town Meeting to approve the needed bonding to enable the town to proceed. Assuming approval, the committee is responsible for hiring a construction manager and for managing the construction of the garage and salt sheds.

The committee reviewed the prior work done by Bob Lamson and Milone and MacBroom, which included a feasibility study/building concept and site plans that were approved by the Planning and Zoning Commission and the Inland Wetlands Commission. Much of the discussion was focused on the proposed addition and the renovation of the current garage and the facilities that would be provided in the existing preliminary plan. There was also discussion of the project phases, which would be to 1) replace the existing sand/salt storage buildings, 2) construct the new garage and then 3) renovate the existing garage. If the new building is not approved, there is still a need to replace the Quonset huts which are past their useful life and starting to corrode and developing leaks.

Don Stein will also attend a seminar given by the CT Clean Energy Fund regarding the availability of grants for solar heating or solar electricity as part of the roof structure, or for geothermal heating and cooling.

The committee agreed to set a meeting schedule consisting of the first Thursday of each month at 7:00 PM. The tentative milestones were to prepare a Request for Proposal by early January, with proposals due in early February. The Town Meeting to approve bonding would then be set for early-to-mid March.

Al Neumann was elected chairman, by a motion made by Paul Duran, seconded by Bob Zematis and passed unanimously. Peter Bakker was elected vice chairman, by a motion made by Al Neumann, seconded by Don Stein and passed unanimously. Don Stein will act as the committee secretary.

A requirements subcommittee was formed, consisting of Al Neumann, Rich Novak, Paul Duran, Carmen Smith and Peter Bakker. Their first meeting will be Thursday, December 9<sup>th</sup>, at 7:00 PM in Town Hall.

Don Stein agreed to provide the committee with the presentation he made at the Town Meeting that approved the project and to forward a letter from Ray Roy, with his thoughts on the town garage needs.

The meeting was adjourned at 8:15PM.

Respectfully submitted,

Donald S. Stein  
First Selectman