

# Ad Hoc Elementary School Building Committee Regarding Wells Special Meeting Minutes

Windham Center School Faculty Conference Room

45 North Road Windham CT 06280

March 3, 2015 5PM – Regular Meeting Minutes

Members present Bill Powers Chairman, Steven Werth, Paul Kalajian and Tracy Lambert (5:23PM). Others present Wayne Donaldson (Staff), Jim Erickson (Leonard Engineering).

- Meeting was called to order at 5:00 PM by Chairman Bill Powers.
- Citizens and Delegations: None
- Motion to approve the minutes of the February 3rd Regular meeting as amended Motion by Steven Werth. Motion seconded by Paul Kalajian. Motion Passed 2 in favor. Paul Kalajian abstained due to not attending the February 3<sup>rd</sup> meeting.
- Motion by Tracy Lambert second by Steve Werth to move old business item B forward on the agenda. Motion Passed Unanimously.
- Update and discussion on the WCS well project by Leonard Engineering. Jim Erickson stated that the time line to submit the Health Department permits in this week. Leonard Engineering does not expect the State Health Department to make a site visit until the snow is off the ground. We are in a holding pattern until the Health Department approves the permits. Leonard does not expect State approval until mid-April at the earliest. The projected drill dates of Mid April will probably be pushed back until after school is out in June. The committee questioned and Leonard engineering will speak to the State to see if they will allow us to clear the snow from the 75' well zone for inspection.
- Motion by Paul Kalajian second by Steven Werth to add payment of bills to the agenda. Motion Passed Unanimously.
- Motion by Tracy Lambert second by Paul Kalajian to approve invoice #64684 from Leonard Engineering in the amount of \$4,900.00 for work on the WCS project. Motion Passed Unanimously.
- Presentation and Q&A by Leonard Engineering in response to the NWS RFQ.
- Presentation and Q&A by Geoinsight in response to the NWS RFQ.
- Presentation and Q&A by CME in response to the NWS RFQ.

- Discussion and rating by the committee on the NWS RFQ proposals.
- Motion by Tracy Lambert second by Paul Kalajian to request that all three firms that responded to the NWS RFQ be asked to provide proposals and pricing at a special meeting on 3/24/15 at 5:30.
- Chairman Powers asked that the budget information be listed as a permanent agenda item.
- Staff distributed an e-mail from Paige Farnham at the State Department of School Facilities on the procedures for choosing a design or engineering firm.
- Committee members requested that the firm chosen for the project supply the contracts in digital format to make it easier for distribution.
- No citizens and delegations.
- Motion by Tracy Lambert second by Paul Kalajian to adjourn. Motion Passed Unanimously.
- Meeting adjourn at 7:26PM

Respectfully submitted by

Wayne Donaldson

Director WPS Buildings and Grounds