



## *City of Bristol*

### **Minutes of the Special Meeting of the Memorial Boulevard Building Committee January 11, 2018, 6:30 p.m., 1<sup>st</sup> Floor Meeting Room, City Hall**

The following members were in attendance: Frank Stawski, Peter Del Mastro, John Smith and Ellen Zoppo-Sassu. Jake Carrier was absent.

Also present: Roger Rousseau, Purchasing Agent and Dawn Leger, Grants Administrator.

#### **CALL TO ORDER**

Chairman Frank Stawski called the meeting to order at 6:31 p.m.

#### **PUBLIC PARTICIPATION**

None.

#### **APPROVAL OF MINUTES FROM DECEMBER 14, 2017**

*Commissioner Smith made a motion seconded by Commissioner Zoppo-Sassu to accept the minutes from December 14, 2017. Motion approved.*

#### **ACCEPT THE REPORT FROM EAGLE ENVIRONMENT DATED NOVEMBER 29, 2017**

Roger explained this report was presented at the December meeting, however a motion was not made to accept the report. Brief discussion was held on the report.

*Commissioner Smith made a motion seconded by Commissioner Zoppo-Sassu to accept the report from Eagle Environmental dated November 29, 2017 and place on file. Motion approved.*

#### **ACCEPT THE PROGRAM STUDY AS RECEIVED BY ARCHITECT**

Frank explained the report has been received and placed on the website. Roger stated the Architects are waiting for the Committee to accept the report to proceed, the Committee did give the Architect the green light to proceed to design document phase that does impact the scope and he is working to revise the contract.

*Commissioner Smith made a motion seconded by Commissioner Del Mastro to accept Building Program Summary from Quinsebaerry Arcari & Malik Architecture dated December 1, 2017 and place on file. Motion approved.*

## **PROJECT UPDATES BY STAFF**

Roger explained he received a proposal from the Architect to revise the contract, which he is reviewing internally with Staff. Commissioner Del Mastro questioned if this has any impact on the Construction Manager's contract as well. Roger stated it hasn't come up yet, but their contract is based on the number of construction administration hours so we should anticipate an increase there as well. Commissioner Smith stated Roger should ask what happens if the magnet school is approved, is the contract null and void.

Mayor Zoppo-Sassu discussed the application for the Memorial Boulevard Intradistrict Magnet School and where it stands with the State of Connecticut. The City is asking for a legislative courtesy for this project to be added to the agenda for this fiscal year for funding. The Mayor spoke to Robert Ficeto at the State of Connecticut and the last action that the City needs to take is authorizing a resolution for the full amount naming the school with the word renovation, which the Mayor has asked the Comptroller to place this on the next Board of Finance meeting this month.

Dawn Leger reminded the Committee this building is being reviewed for the national historic listing which must be kept in mind for any renovations or school project.

Commissioner Smith suggested this Committee send a letter to Dr. Moreau to start discussing the RFP process and get things started. Discussion was held, as it's a good idea but the City can't engage without funding in place. Roger can spend money on advertising from his budget, but that is it. The Memorial Boulevard Building Committee will send a letter to the School Building Committee requesting a joint meeting to discuss.

## **ANY OTHER BUSINESS**

### **ADJOURNMENT**

*A motion was made by Commissioner Del Mastro seconded by Commissioner Smith to adjourn the meeting at 7:00 p.m., and unanimously approved.*

*Jodi A. McGrane*

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Recording Secretary