

**MUNICIPAL COMPLEX IMPROVEMENTS BUILDING COMMITTEE  
SPECIAL MEETING  
MINUTES**

Date: Wednesday November 9, 2016

Time: 5:30 P.M.

Place: 1000 Hartford Turnpike

Present: Ken Kirkman; Cheryl Larder; Glenn Patterson; Ed Carboni;  
Ray Valentini

Absent: Bruce Kruszewski; Robert Brule;

Staff: Rob Avena, Town Council; Kristin Zawacki, Director of Public Works;

Also Present: Mark Hopper, Fletcher-Thompson; Jim Reid, Board of Finance;  
Ted Olynciw, resident

The meeting was called to order by Co-Chairman Kirkman at 5:31PM

**Public Comment** – None

**Old Business**

Review of plans as submitted by Fletcher-Thompson

A review and update of the plans and specs as submitted by Fletcher-Thompson took place. Mark Hopper explained to the committee that the changes that were requested by them had all been completed, including changing the dates on all pages to October 26, 2016. The packet he had with him included the work from Fletcher-Thompson and Anchor Engineering. The MEP & structural portions are not included in this packet. DTC is holding the changes until they receive payment from Fletcher-Thompson. Mark Hopper explained to the committee that he has requested from the managing partner to get the subs paid on this project, but it hasn't happened to date. Anchor Engineering updated their portion to do the P&Z approvals, which is why we have their work. They have sent a request to receive their payment as well, to no avail.

Mr. Avena reviewed the letter he sent to the managing partner at Fletcher-Thompson. Mr. Avena stated he has not received any communication from them at this time. He has called and emailed as well as sent this letter certified. The committee feels it is time to go back to the Board of Selectman and get direction from them as to how to move forward on this project.

A **Motion** was made by Cheryl Larder, and seconded by Ed Carboni  
To send a letter to the Board of Selectman stating we cannot proceed with the charge in  
which we were given due to contract issues with Fletcher-Thompson.

**Vote** – Unanimous  
**Motion Carried**

Approval of Invoice - #26686            \$9,536.18

A **Motion** was made by Glenn Patterson, seconded by Cheryl Larder  
To continue to keep this invoice tabled until we can work out contract issues.

**Vote** – Unanimous  
**Motion Carried**

### **New Business**

Discussion of third party review – plan

This portion is on hold until we receive updated information from Fletcher-Thompson

### **Approval of Minutes**

A Motion was made by Cheryl Larder, seconded by Ed Carboni  
to approve the minutes of November 1, 2016.

Vote – 3 yes    2 Abstain (Kirkman, Patterson)  
Motion Carried

Next Meeting is scheduled for November 22, 2016

### **Adjournment**

A **motion** was made by Ed Carboni, seconded by Glenn Patterson  
to adjourn the meeting.

**Vote** – Unanimous  
**Motion Carried**

Meeting adjourned at 6:30 P.M.

Respectfully Submitted,

Sandy Kenniston  
Recording Secretary