

**RENOVATION OF THE AVON MIDDLE SCHOOL SCIENCE LABS BUILDING
COMMITTEE
REGULAR MEETING MINUTES
JUNE 30, 2015**

I. CALL TO ORDER

The meeting was called to order at 9:07 a.m. at Public Works on Arch Road in Avon by Chairman Bruce Williams. Members present: Chairman Bruce Williams, John Salerni and Heather Michaud. A quorum was present.

II. MINUTES OF PRECEDING MEETING:

May 28, 2015 Regular Meeting

On a motion made by John Salerni, seconded by Heather Michaud, it was voted:

RESOLVED: That the Avon Middle School Science Lab Renovation Committee approves the minutes of the May 28, 2015 Meeting as drafted.

Messrs: Williams, Salerni and Mmes: Michaud voted in favor.

III. COMMUNICATION FROM THE AUDIENCE

There was none

IV. COMMUNICATION FROM COMMITTEE MEMBERS

There was none

V. REVIEW QUALIFICATIONS AND SELECT FIRMS FOR RFP PROCESS

Mr. Williams reminded the committee that the charge states that the committee can select up to four firms. The members exchanged their thoughts on the firms that submitted information and their order of preference. Mr. Salerni gave stronger weight to firms who have experience with science based projects. There was a consensus to work with the top four firms that were picked in the same manner. The committee will request proposals with pricing from Kaestle Boos Associates, Friar Associates, DeWright Design LLC and BL Companies. They will also set up 30 minute interviews with each firm. A list of questions will be developed that will be asked of each firm during the interview. In response to a question from Ms. Michaud, Mr. Williams stated the committee will pick a time and invite the firms in for a walk-thru. Mr. Williams felt there will be some issues with ADA compliance. Mr. Williams was in favor of a whole building design with phased in implementation. The other members concurred.

VI. OTHER BUSINESS

There was none

VII. SET NEXT MEETING DATE

A decision was made to leave the next meeting date open.

VIII. ADJOURN

On a motion made by Heather Michaud, seconded by John Salerni, it was voted:

RESOLVED: That the Avon Middle School Science Lab Renovation Committee adjourn the meeting at 9:33 a.m.

Messrs: Williams, Salerni and Mmes: Michaud voted in favor.

Attest: Ann Dearstyne, Clerk

All referenced material will be available to the public in the Town Clerks office.