RENOVATION OF THE AVON MIDDLE SCHOOL SCIENCE LABS BUILDING COMMITTEE

**REGULAR MEETING MINUTES**

**October 27, 2015**

1. **CALL TO ORDER**

The meeting was called to order at 9:30 a.m. at the Public Works Office by Chairman Bruce Williams. Members present: Chairman Bruce Williams, John Salerni and Heather Michaud. A quorum was present.

1. **MINUTES OF PRECEDING MEETING:**

**October 7, 2015 Regular Meeting**On a motion made by Heather Michaud, seconded by John Salerni, it was voted:

**RESOLVED:** That the Avon Middle School Science Lab Renovation Committee approves the minutes of the October 7, 2015 Meeting as drafted.

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

1. **COMMUNICATION FROM THE AUDIENCE**

There was none

1. **COMMUNICATION FROM COMMITTEE MEMBERS**

There was none

1. **REVIEW QUALIFICATIONS AND SELECT FIRMS FOR RFP PROCESS**

Chairman Williams informed the committee that he had made contact with Friar references and was pleased with their responses. He also informed the committee that he is working with the Town Attorney in regards to the AIA B101 which describes the scope of work.

One area that will need to be reviewed by Friar is the possibility of any hazardous material (i.e. asbestos) in the area of the science labs. One suggestion that John Salerni made was that the stockroom and storage areas cannot be eliminated or reduced. This would need to be shared with the Architect as they start the design and cost. Chairman Williams passed out a draft of the scope of the project with Phase 1 – Services and Phase 2 – Post Funding. He will be making revisions to the draft and will forward to the committee members.

1. **OTHER BUSINESS**

There was none

1. **SET NEXT MEETING DATE**

The next meeting date will be determined. It will be a scope review.

1. **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 10:02 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.