

**Minutes of the Oil Tank Replacement Building Committee Meeting on Thursday, March 14, 2019 at 6:30 p.m. in the Board of Education meeting room.**

Members of the Oil Tank Replacement Building Committee: **Present**

Jack Wesa (Chair)  
**Diana Ingraham**

**Paul Ricard (Vice Chair)**  
**Barbara Gileau**

**Jim MacBride**  
**Adam S. Burrows**

Copy to: Tracey Hanson, and Julie Zelinsky,  
Jody Grenier, Peter Zvingilas, Albert Gosselin,  
Joseph Salamone, Sherman Taylor, Rachel Ricard, Brian  
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Vice Chair Paul Ricard called the meeting to order 6:31 p.m.

Citizens Comments: None

**Motion #1 (3-14-19 Oil Tank Committee Meeting)**

Diana Ingraham made a motion to approve the 12/12/18 Minutes and Jim MacBride made the second. The motion was approved unanimously.

**Motion #2 (3-14-19 Oil Tank Committee Meeting)**

Barbara Gileau made the motion and Jim MacBride made the second to authorize 3/14/19 as the date the local Heating Oil Tank Replacement Building Committee approved the final plans, project manuals, and professional cost estimates for the oil tank replacement as noted on Form #SCG-042 "Request for Review of Final Plans" which will be submitted to the Department of Administrative Services (DAS). The motion was approved unanimously.

**Motion #3 (3-14-19 Oil Tank Committee Meeting)**

Jim MacBride made a motion and Diana Ingraham made the second to approve payment of an invoice of \$486.00 to Salamone & Associates, P.C. The motion was approved unanimously.

Superintendent Burrows reviewed the status of the application process using a new online system called Core-CT. The State Project Number assigned to the Oil Tank Removal Project is 147-0019CV. Sherman Taylor of Salamone and Superintendent Burrows attended a meeting in January 2019 at the Office of School Construction to complete a review of our grant application. Local officials have completed a review of the plans and signed all documents. The next review at the state Office of School Construction is scheduled for Thursday, March 21, 2019 at 9:00 a.m.

There was a discussion about the possibility of using a state approved vendor/bids for the project and if doing so would be compatible with the Selectmen's bid policy. We must wait for approval by the State to release for Bid. PDF versions of the Invitation to Bid will then be published in local newspapers and on DAS Web Site. The following is the link, the District would need to post because Salamone is not allow to do so.  
<https://portal.ct.gov/DAS/Procurement/Contracting/DAS-Procurement-Biznet-Instructions-to-Post-Solicitations>  
Salamone will have ten (10) bid sets printed to bring to the Mandatory Pre-Bid Conference (Date to be Determined) for purchase by contractors.

The date of the next Oil Tank Replacement Building Committee meeting will be determined in cooperation with Salamone.

**Motion #4 (3-14-19 Oil Tank Committee Meeting)**

Diana Ingraham made the motion to adjourn at 6:43 p.m. and Barbara Gileau made the second. The motion was approved unanimously.

*Minutes Respectfully Submitted by Adam S. Burrows*