

Unapproved

Voluntown Public Schools  
Voluntown, Connecticut

**Minutes of the Oil Tank Replacement Building Committee Meeting on Tuesday, June 12, 2018 at 10:30 a.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**

**Wendy Gauthier**

Copy to: Tracey Hanson, **Rachel Ricard**, and Julie Zelinsky,  
Jody Grenier, Peter Zvingilas, Albert Gosselin

Jack Wesa called the meeting to order 10:41 a.m.

Citizens Comments: None

**Motion #1 (6-12-18 Oil Tank Committee Meeting)**

Wendy Gauthier made a motion to approve the 6/7/18 Minutes and Paul Ricard made the second. The motion was approved unanimously.

There was a discussion about how Salamone could not accept the contract with the language changes that were voted on at the 6/17/18 meeting.

**Motion #2 (6-12-18 Oil Tank Committee Meeting)**

Wendy Gauthier made a motion to rescind Motion # 1 from the 6-7-18 Oil Tank Committee meeting and the language that ““*The BOE will make arrangements to*” pay the Consultant for all basic...” and to use the original language in part 3.1 of the contract. Diana Ingraham made the second. The motion was approved unanimously.

**Motion #3 (6-12-18 Oil Tank Committee Meeting)**

Wendy Gauthier made the motion rescind Motion # 2 from the 6-7-18 Oil Tank Committee meeting and accept the original contract. Diana Ingraham made the second. The motion was approved unanimously.

The committee reviewed and discussed the Proposed Sequence of Events as listed below:

**Proposed Project Schedule - VES Fuel Oil Tank Replacement**

**Part I - Planning**

Field Visit on:	6/12/18 @ 11:00 a.m.
Schematic Design (SD) Phase Submission/Project Meeting on:	6/19/18 @ 11:00 a.m.
Design Development (DD) Phase Submission by:	7/10/2018
Client Review/Comments to Salamone by:	7/24/2018
Construction Document (CD) Phase Submission by:	8/14/2018
Client Review/Public Hearing by:	Sept. 2018-TBD by Board of Selectmen
Local Approval - Town Meeting/Referendum by:	Sept./Oct. 2018-TBD by Board of Selectmen

**Part II - Approval**

Initial Meeting with the State (OSCG&R)	Per OSCG&R Schedule
Final Meeting with the State (OSCG&R)	Per OSCG&R Schedule

**Part III - State Authorization and Completion of Construction**

Project Bid after State Approval:	T.B.D.
Contractor Bidding	30 days
Vetting of Bids/Contract Award	14 days
Construction Period	90 days (30-45 days on site)

Adam Burrows will also review this proposed schedule with the Board of Selectmen and get back to the committee with an update. The committee noted that it would be important that a representative from Salamone be present at the Public Hearing/Town Meeting.

Sherman Taylor met with the committee briefly and **then went to** a scheduled Site Visit after the meeting adjourned.

The next meeting of the Oil Tank Committee will be scheduled for Tuesday, June **19**, 2018 at 11 a.m.

**Motion #4 (6-12-18)** Wendy Gauthier made the motion to adjourn and Paul Ricard made the second. The meeting adjourned at 11:26 a.m.

*Minutes Respectfully Submitted by Rachel Ricard*