

Unapproved

Voluntown Public Schools  
Voluntown, Connecticut

**Minutes of the Oil Tank Replacement Building Committee Meeting on Tuesday, August 7, 2018 at 11:00 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,  
**Joseph Salamone**, Sherman Taylor

Jack Wesa called the meeting to order 11:01 a.m.

Citizens Comments: None

**Motion #1 (8-7-18 Oil Tank Committee Meeting)**

Wendy Gauthier made a motion to approve the 7/17/18 Minutes and Diana Ingraham made the second. The motion was approved unanimously.

Salamone & Associates P.C. submitted a Project Budget Cost Estimate and estimates the project to cost \$179,900. Additionally, a quote from Catalyst Environmental Consulting, Inc. was submitted for this project and estimates the environmental testing portion of this project to cost \$6,722. This brings the total project cost to be estimated at \$186,622. The committee discussed the estimates and the need for a cost to bring to the Town at the projected town meeting date of 9/5/18. Per town ordinance, the town meeting will be adjourned to a referendum (projected date of 9/18/18). It was noted that the Town may receive an approximate 65% reimbursement from the state, so the actual cost to the town could be in the range of \$65,000-\$70,000.

**Motion #2 (8-7-18 Oil Tank Committee Meeting)**

Jim MacBride made the motion to round the total cost of estimates up to \$200,000 due to any unforeseen costs. Paul Ricard made the second. The motion was approved unanimously.

There was a discussion about being the need to have the project drawings reviewed by the Fire Marshal, Building Inspector and Health Official prior to the Town meeting. There was also a discussion about getting a temporary project number assigned by the state.

**Motion #3 (8-7-18 Oil Tank Committee Meeting)**

Diana Ingraham made the motion to approve hiring/signing a contract with Catalyst Environmental Consulting, Inc. with an estimate of \$6,722. Wendy Gauthier made the second. The motion was approved unanimously.

It was noted that the town officials have been cc'd on all documents and will continue to be included in all essential correspondence.

There was a discussion about the possibility of transferring any "used" oil in the tank and the commencement of the project. Paul Ricard is researching the costs associated with doing this.

**Motion #4 (8-7-18 Oil Tank Committee Meeting)**

Paul Ricard made the motion to authorize sending the Design Specifications package to the Selectmen for review by the Town Attorney. Wendy Gauthier made the second. The motion was approved unanimously.

**Motion #5 (8-7-18 Oil Tank Committee Meeting)**

Jim MacBride made the motion to authorize payment for the invoice recently submitted by Salamone & Associates, P.C. as presented in the amount of \$4,050.00. Wendy Gauthier made the second. The motion was approved unanimously.

The next meeting of the Oil Tank Committee will be scheduled for Wednesday, September 5, 2018 following the Town meeting, if needed.

**Motion #6 (8-7-18 Oil Tank Committee Meeting)**

Jim MacBride made the motion to adjourn at 12:07 p.m. and Paul Ricard made the second. The motion was approved unanimously.

*Minutes Respectfully Submitted by Adam S. Burrows and Rachel L. Ricard*