

MINUTES
Town of Brookfield
Municipal Building Committee
Regular Meeting
December 15, 2015 – 7:00 P.M.
Town Hall – Room 133

1. Call to Order: Meeting was called to order at 7:01 P.M. by Vice Chairman Joshua Flowers.

Present: Committee Members: Paul Checco (arrived 7:03 P.M.), Joshua Flowers, Rob Gianazza, Brian Lerner (alternate, voting tonight arrived), William Perrone. Also present: Dennis DiPinto, Park and Recreation, Rick Zini, Doyle Coffin Architecture, Steve Sullivan, CCA Engineers

Absent: Anthony Licursi

2. Approval of Minutes:

November 17, 2015 MBC Special Meeting: A motion was made by Josh Flowers and seconded by Rob Gianazza to amend the minutes of the November 17, 2015 meeting. Motion was carried 4-0. After brief discussion, motion was made by Josh Flowers to delete the last sentence of second paragraph under Beach Phase which reads: ‘The committee advised Mr. Zini to notify CCA that we reject their offer and that CCA is libel for their work’. Motion seconded by William Perrone and carried 4-0.

Motion to approve the November 17, 2015 meeting minutes as amended was made by Bill Perrone and seconded by Josh Flowers. Motion was carried 4-0.

3. Park Revitalization Plan:

o **Beach Phase:** Mr. Zini, DCA, submitted and reviewed close-out documents for this phase of the project. Chairman requested Mr. DiPinto take one copy of papers and O&M for his department and file the others in archives along with CD that Mr. Zini submitted. Mr. Zini submitted revised letter of credit from Fairfield County Bank. It was recommended the letter of credit be held by Gnnny to ensure its safekeeping.

o **Cadigan Phase:** Chairman reported that as of this date we have not received a certified Application for Payment from LandTek.

Regarding repair of courts, Mr. Checco noted that correspondence was received from LandTek and this correspondence has been forwarded to our contractor/consultant, Hinding Tennis Courts, who will review and respond to the committee

4. Correspondence: Dennis DiPinto submitted Parks and Recreation’s list of items they would like to have addressed. After brief review, Chairman notified Mr. DiPinto the committee will review these items with DCA and CCA.

5. Invoices:

After review, a motion was made by Rob Gianazza to approve final Application for Payment No. 12 from Hawley Construction in the amount of \$102,732.57. Motion was seconded by Bill Perrone and carried 5-0.

After review, a motion was made by Brian Lerner to approve Doyle Coffin Invoice No. 2925 in the amount of \$22.34. Motion was seconded by Rob Gianazza and carried 5-0.

6. Additional Business:

Mr. Gianazza asked for clarification on the bidding process for Town projects. A brief discussion followed.

Mr. Steve Sullivan, CCA, was present for brief discussion regarding what documentation the MBC requires to forward to the Town Counsel in order to resolve issues regarding open items on the Park Revitalization Project.

7. Public Comment: No comment

8. Next Regular Meeting – March 15, 2016

9. Adjournment: Chairman Paul Checco adjourned the meeting at 7:45 p.m.

Respectfully submitted,

Paul Checco,
Municipal Building Committee