

PV Building Committee Meeting Minutes
May 11, 2021
5:00PM

Members Present: Mr. Lou Brodeur, Mr. Joe Voccio, Mr. Ken Dykstra

Members Absent: Mrs. Mae Lyons

Guests: Mr. Chris Palmer, Mr. James Graef and Mrs. Patricia Buell

This meeting was held via Zoom

Meeting ID: 919 2692 7770

1. **Establish a quorum:** The meeting was called to order at 5:10 pm.
2. **Public Comment:** No public comments
3. **Approval of Previous Meeting Minutes:** Motion was made by Mr. Brodeur, seconded by Mr. Dykstra to approve the April 6, 2021 meeting minutes. **Motion carried 3/0.**
4. **Project Update:** Mr. Palmer provided a project update. The invoices have a 5% retainer while we wait for the ZRECS process to be completed, which can take a couple months.
5. **Review Payment Requisition**
 - a. Motion to approve the BMS March 29, 2021 Invoice (#2788) for the amount of \$13,068.26. Reiterated that they are just waiting on the ZRECS to be completed. Motion by Mr. Brodeur, seconded by Mr. Dykstra. **Motion carried 3/0.**
 - b. Motion to approve the BES March 29, 2021 Invoice (#2787) for the amount of \$1,500.00. No discussion. **Motion carried 3/0.**
6. **Other Business:**
 - a. Discussion on when the next PV Building Meeting will be held.
 - i. Next meeting is scheduled for June 8, 2021 at 5:00 pm
 - ii. There is a tentative meeting scheduled for July 6, 2021 at 5:00 pm, which could be cancelled if ZRECS are not complete.
 - b. Mr. Palmer is tracking the ZREC registration
 - c. Mr. Palmer gave an update regarding the Operations & Maintenance Contract: The Department of Administrative Services (DAS) will not permit grant funds to be used for this service/purpose. The annual cost would be approximately \$4,500 per building per school year. (\$45,000 for a five (5) year contract).

- d. Mrs. Buell asked if the Town of Brooklyn would use the balance from the project to fund the Operations and Maintenance Contract. Mr. Brodeur will discuss this with the Board of Selectmen and Mr. Dykstra will discuss this with the Board of Finance.
7. **Public Comment:** No public comment
8. **Adjournment:** Mr. Brodeur made a motion to adjourn at 5:24 pm, seconded by Mr. Dykstra. **Motion carried 3/0.**