

**Willington Board of Education
March 23, 2017 Special Meeting Minutes
Town Office Building, Lower Level Conference Room**

Audio Recording yes
Notes Taken yes

Members present at meeting:

Herb Arico
Michelle Doucette Cunningham
Ann Grosjean
Peggy Roberts

Members absent at meeting:

Melissa McKinnon
Marybeth Walleth
Erika Wiecewski

Also present: Interim Superintendent of Schools Jacqueline J. Jacoby

1. Call to Order at 6:33p.m. by Michelle Doucette Cunningham

2. Present to speak none

3. Approve selection of firm to perform Facilities Study

The committee, Herb Arico, Michelle Doucette Cunningham, Ann Grosjean, Jackie Jacoby and Phil Stevens, the Center School principal, held three different 30 minute interviews with firms who presented proposals. The firms were asked to outline their approach, discuss who would be conducting the assessment, provide a schedule of work, and explain fees entailed.

The Committee unanimously selected Friar Associates Inc. of Farmington, CT and Principal architect, Michael Sorano, who will be the project leader. This firm was chosen because of their heavy focus on the educational piece in the plan, their excellent communication with the community, a dedicated team, to complete the project. They will work with the administration, prepare documents, give a public presentation which is all within our projected cost.

MOTION: by Michelle Doucette Cunningham

To approve Friar Associates of Farmington, CT as the architects to perform a facility study, the cost of which should not exceed \$15,000; in accordance with the agreed upon scope of the project, by the owner and the architect, for both Center Elementary School and Hall Memorial School in Willington, CT.

Seconded by Herb Arico

VOTE:

Yes

Herb Arico

Michelle Doucette Cunningham

Ann Grosjean

Peggy Roberts

Motion Passed

4. Present to Speak- none

5. MOTION: for Adjournment by Herb Arico at 6:45pm.

Seconded by Ann Grosjean

Meeting notes respectively submitted by Recording Secretary, Cinnamon Adams.