

**Minutes**  
**School Building and Energy Efficiency Building Committee Meeting**  
**Regular Meeting January 20, 2016 – 6:30 PM – Conference Room B**

1. **Call to Order** — Meeting called to order at 6:30 by Chairman Tom Kolodziej. In attendance were Committee members Mary Kortmann and Cheryl Trudon. Matthew Mullen arrived at 6:50. Also in attendance were Beth Bauer, Town Finance Director, John Elsesser, Town Manager and Robert Carroll, BOE Director of Fiscal Services. William Trudelle, BOE Director of Facilities arrived at 6:36.
2. **Acceptance Of Past Meeting Minutes** – Mary Kortmann moved approval of the minutes of the December 16, 2015 meeting. Matt Mullen 2<sup>nd</sup>. It was noted that the start time for tonight's meeting was incorrect in the last paragraph and should have been shown as 6:30. All voted for the minutes with that correction, with Cheri Trudon abstaining.
3. **Review of Proposals** - The committee heard a presentation from Greg Longo and Barbara Joslin of BL companies. After general discussion BL companies left the meeting. Next, the committee heard a presentation from Christopher Wester, Scott Henriques and Paul DiGiandomenico from Weston&Sampson. After general discussion Weston&Sampson left the meeting. The committee continued to discuss the merits of the two proposals. The proposal from BL companies was determined to be the best assuming that we receive from BL companies, in writing, confirmation that their proposal includes all phase I work noted as found in the RFP paragraph 3 scope of services. Cheri Trudon **moved conditional approval to award the contract to BL companies pending receipt of the requested confirmation.** Mary Kortmann 2<sup>nd</sup>. All voted in favor
4. The next meeting will be February 17, 2016 at 7 pm in conference room B.
5. Matt Mullen **moved to adjourn at 9:10 pm**, Mary Kortmann 2<sup>nd</sup>. All voted in favor.

Respectfully submitted,

Beth Bauer  
Recording Secretary