

**SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE MEETING
TUESDAY, NOVEMBER 1, 2016
MINUTES**

Present: Chairman Gregorio, Commissioner Edward Creem, Nancy Hunter, Guy Russo, Phillip Russo, Commission Chairman David Gallitto, and Chief Robert Ross.

1. CALL TO ORDER Chairman Gregorio called the meeting to order at 6:00 p.m.
2. PLEDGE OF ALLEGIANCE was recited.
 - Chairman Gregorio introduced Commission Chairman David Gallitto. Commission Chairman Gallitto welcomed everyone and thanked all committee members for volunteering their time for this important project.
 - Chairman Gregorio distributed the committee members contact information, and informed the committee any changes should be directed to the committee secretary.
 - Chairman Gregorio explained the pass-through grant process to the committee.
 - Chairman Gregorio discussed the email and copy of a public notice received from Mr. Daniel Penney.
 - Chief Ross provided background information to the committee, as well as, reviewed the building concept that enabled South Fire District to be approved for a \$1,000,000 grant-in-aid to the City of Middletown for renovations to the South Fire District headquarters.
3. TOUR OF THE FIRE HOUSE was completed by the committee.
4. DISCUSS PUTTING TOGETHER A SPEC. TO GO OUT FOR BID FOR AN ARCHITECT. Chairman Gregorio discussed the need to put together a scope of work in order to put out the bid for an architect.
5. SCHEDULE FUTURE MEETINGS The committee reviewed their calendars to schedule future meetings. Additional meetings have been scheduled for Tuesday, November 15th and Tuesday November 29th to be held at 7:00 p.m. at the firehouse.

Approved
11/15/2016

6. FURTHER DISCUSSION AS IT RELATES TO THE BUILDING RENOVATION.

Chairman Gregorio discussed the need to put together a quick budget, scope of work, as well as, an approximate start date for the Department of Economic Development.

Chairman Gregorio informed the committee he has asked Councilman Tom Serra to assist the building committee in bringing the Certified Resolution of the Governing Body to the council.

7. ADJOURNMENT

MOTION to adjourn by Commissioner Creem/Nancy Hunter. Unanimously approved.

Meeting adjourned 7:05 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Kathleen M. Kiley". The signature is written in a cursive style with a large, stylized 'K' and 'y'.

Kathleen M. Kiley
Building Committee Secretary