

EMS FACILITY WORKGROUP

SPECIAL MEETING DRAFT MINUTES

3/08/2016 6:30PM

MONROE TOWN HALL

IN ATTENDANCE: Ken Kellogg, Dennis Condon, Domenic Paniccia, John Brenna

Call to Order: Chairman Kellogg called meeting to order at 18:35

1. Review of final needs assessment submitted with changes from Jacunski & Humes have - EMS and EMS Facility work group have approval. Chairman Ken Kellogg reported that the previously received invoice that we held until additional investigation modification and correction is now deemed complete.
2. Feasibility study funding \$25,000 was discussed –We have received our second bill from Jacunski and Humes Architects, LLC Invoice #15325 for \$4000 and are recommending payment

As per contract terms

Billing of the Lump Sum Fixed Fee shall conform to the following payment schedule:

a. Project Research / Space and Site Needs Assessment / Establish Space Parameters

\$8,000.00

b. Site Evaluation

\$2,000.00

c. Schematic Design

\$10,000.00

d. Professional Cost Estimate / Estimate of Total Project Costs / Final Report

\$5,000.00

TOTAL FEE: \$25,000.00

2nd payment in line with contract obligation

Motion was made by John Brenna to authorize payment

seconded by Dennis Condon

Unanimously approved.

Motion was made by workgroup member Dennis Condon

Seconded by Dom Paniccia to have Chairman Kellogg request the

Motion to adjourn made by John Brenna seconded by Dennis Condon

Adjourned at 19:05

Respectfully submitted

Dennis Condon