



**SCHOOL CAPITAL PROJECT COMMITTEE  
WATERTOWN, CT**

**REGULAR MEETING  
WEDNESDAY, JANUARY 17, 2024– 7:00 P.M.  
MINUTES**

**WATERTOWN TOWN HALL  
TOWN COUNCIL CHAMBERS  
61 ECHO LAKE RD.  
WATERTOWN, CT 06795**

1. Call Meeting to Order.

Chairman Robert Porter called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.

Chairman Robert Porter led the pledge of allegiance.

3. Roll Call

Robert Porter, Chairman

Mark Guerrero, Vice Chairman

Anthony Ciriello

Jeffrey Desmarais

Jeff Franson

Brian Mays

Dr. Alison Villanueva, Superintendent of Schools

Mary Ann Rosa, Chairman of the Watertown Town Council

Donna Ford, Purchasing, Purchasing Agent/Building Supervisor

Luigi Velardi, BOE Facilities

Absent: David Demirs, Jim Lehner, Thomas Walsh

Others Present:

4. Minutes.

a. Regular Meeting – December 13, 2023

Motion: Mark Guerrero seconded by Mary Ann Rosa to accept the December 13, 2023 meeting minutes as amended.

Mary Ann Rosa and Jeff Franson stated on Line item 5b it should read regarding the vote; 2 Nay for Mary Ann Rosa and Jeff Franson and 0 for abstain.

Aye: 5 Porter, Guerrero, Franson, Rosa, Villanueva

Nay: 0  
Abstain: 3 Ciriello, Desmarais, Mays

Motion passes

## 5. New Business

### a. Discussion and possible action on projects invoices to be authorized:

	Vendor	Invoice No.	Dated	Amount Due
1	KBA	23009.00-6	12/29/2023	\$2,250.00
2	Republican American	RA0915642	12/22/2023	\$675.85

Motion: Jeffrey Desmarais seconded by Brian Mays to accept the invoice from KBA for \$2,250.00.

Motion passed unanimously

Motion: Jeff Franson seconded by Jeffrey Desmarais to accept the invoice for Republican American for \$675.85.

Motion passed unanimously

### b. Discussion and possible action on selection of an architect for Two Roof Projects (JTPS and WHS) - bids received 01/17/2024.

Discussion and questions amongst the commission regarding the architects for the roof projects.

Motion: Anthony Ciriello seconded by Mark Guerrero to accept and approve the proposal Hibbard & Rosa Architects LLC. dated January 5, 2024. On that bid being paid \$83,300, for additional services \$5,700 for the high school and \$5,700 for John Trumbull Primary School for hazardous material design services if needed.

Motion passed unanimously

6. Old Business.

Chair Robert Porter stated there appears to be additional services.

Dr. Alison Villanova stated this is for 2 documents needed for John Trumbull. The first one is for hazardous materials testing for asbestos and other materials, the other one is for an infra-red moisture analysis.

Motion: Mark Guerrero seconded by Jeffrey Desmarais that we approve the expenditures for the hazmat testing and the roof survey

Motion passed unanimously

7. Adjournment.

Motion: Jeffrey Desmarais seconded by Brian Mays to adjourn meeting at 7:20 p.m.

Motion passed unanimously

Respectfully submitted

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Robert Porter, Chairman  
Watertown Public Buildings Committee