

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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AGENDA
OSWEGATCHIE FIRE STATION BUILDING COMMITTEE
Special Meeting
Tuesday, May 2, 2023
6:30 P.M. - Waterford Town Hall
Auditorium

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment
5. Appointment of Chair
6. Freedom of Information (Town Clerk)
7. Establish meeting schedule if possible
8. Review and discuss the duties as described in Chapter 2.88 – Building Committees of the Waterford Code of Ordinances in regard to the RTM creating an Oswegatchie Fire Station Building Committee “due to the extensively deteriorated condition of the Oswegatchie Fire Station, that it be repaired and or replaced with a new building”.
9. Adjournment

RECEIVED FOR RECORD
WATERFORD, CT
2023 APR 26 P 2:13
TESTE: *David J. Campbell*
TOWN CLERK

Chapter 2.88 - BUILDING COMMITTEES

2.88.010 - Establishment required.

Any planning for new municipal buildings or structures or major alterations or additions to existing municipal buildings or structures or other buildings or structures in the town for which the town is expected to appropriate funds, shall require the establishment of a building committee by the representative town meeting. Any board, commission or organizational entity of the town, including nonprofit organizations receiving town support, desiring to plan for the construction of a building or structure or plan for a major alteration or addition to an existing building or structure shall request that a building committee be established. Such request shall be in writing and shall be directed to the moderator of the representative town meeting and shall set forth the general nature of the project to be planned. The moderator shall place such request on the call of the next regular or special meeting of the representative town meeting. This chapter shall not apply to planning for projects for which funds have already been appropriated, prior to the effective date of this chapter. This section shall not apply to the board of education if the representative town meeting shall establish by ordinance a school building committee. Any building committee established under this chapter shall include representation from the agency submitting the request.

(Prior code § 2-150 (a))

2.88.020 - Majority representation on committee.

Any building committee established upon the request of an organizational entity with ownership of its buildings shall include majority representation from the agency submitting the request.

(Prior code § 2-150 (b))

2.88.030 - Duties.

- A. After receiving the charge for a project, the duties of the building committee shall be:
1. Interview and hire the architect for the project;
 2. Review plans and take project for approval, if necessary, to such agencies as planning and zoning commission, conservation commission, fire marshal, etc.;
 3. Put the project out to bid;
 4. Receive bids;
 5. Monitor progress of the project, receive invoices and make necessary change orders if within the scope of the project. Authorize payment of invoices;
 6. Report at least bimonthly in person or in writing to the commission or elected body (board of selectmen, representative town meeting, board of finance) by whom the building committee members for the project were appointed. Such reporting shall include, but not be limited to, the progress of the project and any change order that the committee has made;
 7. Provide auditors with any necessary information.
- B. The building committee and the town finance director shall be responsible for maintaining the complete financial records of the project.