



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
www.Oxford-CT.gov

MINUTES

Parks & Recreation Commission Special Meeting Wednesday, March 4, 2015

Call to Order

Vice Chairman Tom Federowicz called the meeting to order at 7:28 PM.

Present – Vice Chairman Tom Federowicz, Secretary Kelly Weymer (arrived at 7:31 PM), Kenn Maher, Christine Bavone, Glen Schumitz, Greg Baktis, Joyce Silberkleit (arrived at 7:34) and Director Deb Gatto

Absent – Chairman Elaine Raccio, Treasurer Jim Leach

The Special Meeting was called in order to discuss, and possibly act upon, the bids received for the Jackson Cove Gate House Project.

Director Deb Gatto explained in great detail the Gate House project. The commission members reviewed the Site Plan, Building and Information plans prepared by Joseph Calabrese Architectural Design of 494 Quaker Farms Road dated 2/3/15. Mrs. Gatto stated that this project is being funded through the Special Activities Account.

In accordance with Town Charter Section 6-12: Accounting and Expenditures, Section (D) Purchasing and Bidding Procedures, Mrs. Gatto received three (3) written requests for proposals. They were from Ken Hogan Construction, R.S. Site Development and Sinopoli Contractors, Inc. Sinopoli Contractors came in as the lowest bidder at \$29,000. Mrs. Gatto personally contacted the owner to make sure all items were included in their quote; they were. Mrs. Gatto also spoke with the Building Official and the Better Business Bureau; Sinopoli Contractors received an excellent rating from both.

Vice Chairman Federowicz asked the commission if there were any other questions or concerns. None were stated.

MOTION by Vice Chairman Federowicz to award the Jackson Cove Gate House Project bid to Sinopoli Contractors, Inc., of 119 Hawley Road, with a bid amount not to exceed \$29,000 as presented in their bid submitted on 2/24/15. This was seconded by Kenn Maher. Vote: All ayes.


Motion carried. This matter will be forwarded to the Board of Selectmen for their meeting scheduled this same evening.

Adjournment

MOTION by Kelly Weymer to adjourn the meeting at 7:36 PM. This was seconded by Christine Bavone. Vote: All ayes. Motion carried.

FILED SUBJECT TO APPROVAL

Respectfully submitted



Kelly M. Weymer

Park & Recreation Commission Secretary

15 MAR -5 PM 3:25
TOWN OF WEST
M. J. A. West
TOWN CLERK