

TOWN OF FAIRFIELD
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OFFICE OF THE CHAIRMAN

PENFIELD BUILDING COMMITTEE

January 6, 2014

**A Regular Meeting of the Penfield Building Committee will be held on
Thursday, January 9, 2014 at 6:00 P.M.
Sullivan Independence Hall, 1st Floor Conference Room
725 Old Post Road, Fairfield, CT**

REVISED AGENDA

1. Call to Order
2. Confirmation Quorum
3. Confirmation of Meeting Agenda
4. Approve Minutes of December 12, 2013 Organizational Meeting and December 20, 2013 Site Meeting.
5. Organizational Matters:
 - a) Confirmation of meeting dates for 2014
 - b) Confirmation of meeting duration
 - c) Establish public comment protocol
 - d) Suggested PBC website
 - e) Protocol regarding communications addressed to PBC
 - f) Establishment of PBC record documents – historical and future
 - g) Protocol regarding dissemination of information
 - h) Other
6. Discussion and comments regarding December 12, 2013 site visit.
7. Presentation of Draft PBC Process Flow Chart and discussion of initial PBC priorities – Jim Bradley
8. Status of any existing ongoing contracts or agreements for professional services.
9. Discussion regarding future presentation by professional engineers regarding storm damage and recommendations – Committee
10. Old Business
11. New Business
12. Executive Session:
 - a) Presentation regarding current status of storm damage insurance claim – Eileen Kennelly and Scott Anderson.
13. Adjournment