

**Penfield Pavilion Building Committee
Meeting Minutes
Monday, June 25, 2012
Penfield Pavilion
Fairfield, Connecticut**

Present: Mr. Gallagher, Mr. Convertito, Mrs. Cote Crowley, Mr. Plotkin, Mr. Jones

Absent: Mr. Kelly, Mrs. Griffin, Mr. Galle, Mr. Pesci

I. Call to Order

Mr. Gallagher called the meeting to order at 6:30 p.m.

II. Review and Approval of Minutes

Mr. Convertito moved and Mrs. Crowley seconded a motion to approve the minutes of December 28, 2011. The motion passed unanimously.

Mr. Convertito moved and Mrs. Crowley seconded a motion to re-title the Draft minutes of January 30, 2012 and April 30, 2012 as Informational Notes and entered into the record. The motion passed unanimously.

III. Project Progress Report

Mr. Gallagher said that the parking lot was completed. Mrs. Crowley said that there is no gutter in front by the garage and the water is cascading down and going under the building. Mr. Gallagher said he would inform Mr. White.

Mr. Gallagher said that the retaining wall has used up all the money in the budget and funds from Public Works will complete the project. Mr. Gallagher explained what the retaining wall will look like. He said the materials have been delivered.

IV. New Business

No new business.

V. Public Comment

No public comment

VI. Adjourn

Mr. Plotkin moved and Mr. Convertito seconded a motion to adjourn. Mr. Gallagher adjourned the meeting at 6:45 p.m.

Linda Cote Crowley, Secretary
Ellen Marks, Recording Secretary

Draft minutes subject to review, correction and approval by the Penfield Building Commission of the Town of Fairfield