

**Essex Building Committee
Town of Essex
29 West Avenue
Essex, CT
Conference Room B**

February 17, 2016

MEETING MINUTES

Building Committee members in attendance:

Bruce Glowac
Leigh Rankin
Kelly Sterner

Others in attendance:

Tom Fitzgerald, Region #4 (Absent)
Norman Needleman, First Selectman
Gary Riggio, Riggio Construction
Denise Von Dassel

Meeting called to order by Bruce Glowac at 8:10 a.m.

Approval of previous meeting minutes:

Bruce Glowac moved to approve the minutes of January 13, 2016, seconded by Kelly Sterner. Passed unanimously. Motion carried.

Old Business:

- a. Essex Elementary School
 - Library Media Center – Leigh indicated that the subcommittee met with Creative Library Solutions. Basically, they are demoing out the floor. They will not need to demo out the walls. They know the budget and they will put together color theme boards. They have come up with several ideas. The plan is to maximize the perimeter wall space for book storage. Also looking at a round desk that will include several pod areas. After abatement, carpet, lighting and

furnishings will be needed. May need to reuse the existing sound barriers. The designer will have the three theme boards for the March 9 BOE meeting and will then forward to the Building Committee for approval. American Vets will be doing abatement and we need to get purchase orders in for this project to get it going. The interior work will need to be done and will need to get someone ASAP. The hope is not to need to tear down and repair any walls.

- Paving - Bruce met with Bob Doane yesterday and Tom Fitzgerald. They checked out water flow/drainage etc. It was decided that the drainage appears to be fine at this point with the exception of increasing the exit pipe size of the Western parking area catch basin. Bob indicated to leave other drainage as it and proceed with paving. Tennis courts will stay and be used as overflow parking and a play area. Lee will get some preliminary specs to Bob for input and to send out Requests for Proposals to paving contractors.
 - Solar – Bruce informed the committee that EES is in 100% agreement to proceed with Kings Span Energy for Solar for the school and voted to do so at its last meeting. Construction should begin in spring.
- b. Town Garage – Dave Caroline has indicated they drilled holes to prepare for the foundation and found solid concrete at 2'. This needs further investigation.
- Soil Sampling – n/a
 - Foundation Plan – see above
- c. Town Hall – Discussed recent leak in kitchen ceiling joists caused by freezing pipes. It also leaked into the auditorium and damaged the voting tabulating machines.
- Suburban Plan – Received plan from Suburban and it was distributed to the Building Committee.
 - Ruby Glass – Kelly spoke to Dick Brown and shared with them the Suburban drawings. She indicated that she should receive their plans by next week. Leigh will call Dick to see if a salesperson needs to come out and look at the Land Use office space.

- Riggio estimates – Gary broke down the project by 10 x 12 cubical office walls and distributed the cost to build them out as well as the demolition. They will need to test for asbestos in the walls as half of the walls appear to have plaster and half have sheet rock above that. In addition, he will have the abatement contractor come in and test the entire area for asbestos before demoing. Gary will get the past report from Maria on the past asbestos test to share with his current asbestos contractor.
- Entryway – Denise discussed the plans for the Town Hall rear entrance way as well as the bathrooms. Instead of ramp, they opted for a sloped sidewalk. Total rise is about 10” with 2 - 5” steps out front with handrails. She reviewed the drawings for the entryway with the committee. The placement of the door operator will also need to be moved to a railing near the mailbox. Norman would like the railings to match the ones in the front of the building. Dave DeLeeuw, Building Official has requested the striped parking to be brought to code including adding a “van” parking spot.
- Bathrooms - Denise discussed the plans for the bathrooms on the various floors. This includes adding in a roll in shower and handicapped toilet stall. It can vary on the sinks 1 vs. 2. Storage could be made under the sinks. The flip flop will mean the Men’s ADA bathroom will be on the bottom level and the men’s room on 2nd floor becomes the Women’s ADA bathroom. The remaining bathrooms will also be renovated.

Gary and Denise exited the meeting at 9:18 a.m.

New Business

- a. Approval of Invoices – Riggio and Sons invoice for exploratory services at Town hall for \$997.00.

Leigh Rankin made a motion to approve the invoice from Riggio and Sons for \$997.00. Seconded by Kelly Sterner, Passed unanimously. Motion carried.

Other Business:

Kelly discussed expenditures to date with the Building Committee. Bond anticipation note was for 9 months which takes us through June 2016, we'll have to decide then if we'll need to bond out again at that time.

Adjournment:

Motion made by Bruce Glowac to adjourn the meeting at 9:27 a.m. seconded by Kelly Sterner. Passed unanimously. Motion carried.

Respectfully submitted,

Yvonne M. Roziak