

Essex Building Committee  
MEETING MINUTES  
Wednesday, June 29, 2016  
Essex Town Hall Room B – 8:00 AM

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Other in attendance:

Tom Fitzgerald, Region 4 (Absent)  
Norman Needleman, First Selectman

Bruce Glowac called the meeting to order at 8:11 a.m.

**Approval of previous meeting minutes:**

***Leigh Rankin made a motion to approve the minutes of June 22, 2016, seconded by Kelly Sterner. Passed. Motion carried.***

**Old Business:**

Land Use Offices – Bruce discussed the Ruby Glass estimate that was received which was higher than originally quoted. Leigh mentioned that the 11’ glass wall pieces will not work. The ceiling height will now be adjusted to 10’ to accommodate the maximum glass wall size. The new estimate came in at \$42K. They will need to coordinate with Gary as they plan on rigging the windows into the building through a window, due to their size. Discussion took place regarding location of HVAC equipment. The Building Committee walked over to the construction area to review options. It was determined that HVAC units could be installed above ceilings in main land use area.

The flooring was also discussed and it was confirmed that the floor will be brought to a level surface with a plywood subfloor. Final flooring surface, to be determined.

- a. Essex Elementary School – Bruce discussed lighting options in the media center and chimney repairs with Principal Jeffery. He recommended keeping existing lighting and retrofit with LED bulbs and minimal chimney repair.
- b. Town Garage – Pre-bid walk thru at the Town Garage is scheduled for today at 10:00 a.m.

Darcy talked with Dave DeLeeuw, Building Official, regarding the permits and required inspection. Dave is not qualified to do the special inspections for the new garage building. Special inspections include soil, concrete and steel erection. Bruce suggested we reach out to Charles Brown to see if he has the qualifications necessary. Leigh will contact Charles Brown.

Garage doors for the new Public Works garage were discussed:

***Leigh Rankin made a motion to proceed with the contract with East Coast Doors in the amount of \$15,300.00 for the rolling garage doors for the new building, seconded by Kelly Sterner. Passed. Motion carried.***

The Building Committee decided to accept the contract with Ruby Glass for the glass partitions and doors in the land use area.

***Bruce Glowac made a motion to accept contract from Ruby Glass in the amount of \$41,978.00 for the glass partitions and doors for the Land Use offices, seconded by Leigh Rankin. Passed. Motion carried.***

**New Business:** None

**Approval of Invoices:**

***Leigh Rankin made a motion to approve an invoice for installation of HVAC equipment for the Town Hall auditorium from Thermomedics in the amount of \$19,314.00, seconded by Kelly Sterner. Passed. Motion carried.***

***Bruce Glowac made a motion to approve an invoice to from A-Vets for the asbestos abatement in the amount of \$17,900.00, seconded by Leigh Rankin. Passed. Motion carried.***

***Bruce Glowac made a motion to approve an invoice from Latham to move Land Use downstairs in the amount of, \$1,102.00, seconded by Leigh Rankin. Passed. Motion carried.***

***Bruce Glowac made a motion to approve an invoice from TEC Control for smoke detectors to be moved in the amount of \$190.00, seconded by Leigh Rankin. Passed. Motion carried.***

**Other business:**

Tentative move dates for the Land Use offices back upstairs are September 16 and/or September 30.

**Adjournment:**

Bruce Glowac adjourned the meeting at 9:12 a.m.

Respectfully submitted,

Yvonne Roziak