

Essex Building Committee

MEETING MINUTES

Wednesday, May 18, 2016

Essex Town Hall Room B – 8:00 AM

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

Bruce Glowac called the meeting to order at 8:10 a.m.

Approval of previous meeting (May 4, 2016 & May 11, 2016) minutes:

Bruce Glowac made a motion to approve the minutes of May 4, 2016 and May 11, 2016, seconded by Leigh Rankin. Passed. Motion carried.

Old Business:

- a. Land use offices – Gary brought the Building Committee up-to-date on the Auditorium and indicated the land use office space is completed. They will be pulling out soon so that Tom King can proceed with the a/c. Electrical is all set, sliding doors for the customer service window are in and set. The land use people re-looked at the space and there was a little bit of redesign with regards to file space. When Tom is done, Riggio workers will need to frame up Tom's duct work. The actual move date is now set for Wednesday, 5/25 and the land use office will be closed the entire day. Computers and phones will be in and ready on 5/26.

Bruce inquired about the back entrance work and Gary indicated that we agreed to table that work at a prior meeting until this project is done. The server room has been gutted and the room will need more clean up before the four windows ordered will be installed. Gary will send Kelly the invoice for the windows.

Tom King quoted a price to do the server room for a/c. The unit will be hung on the exterior part of the building – hidden down below.

Bruce Glowac made a motion to accept the bid from Thermomedics for \$11,855.00 for an a/c unit in the server room, seconded by Leigh Rankin. Passed. Motion Carried.

- b. Construction & Moving Schedule – see above
- c. Office partitions - Ruby Glass / Suburban – Murray (from Ruby Glass) couldn't make the meeting today to discuss switchable glass (w/shading capability). Leigh will get a quote from him hopefully today. Norman would like to defer a decision on this until we get to see the Suburban partitions. Kelly heard back from Suburban and the earliest possible viewing of a sample workstation with the partitions would be around June 3rd. Norman indicated the final decision will be the first week of June. Suburban will be the furniture and filing system provider therefore, Norman feels to keep it all with one vendor would be best.
- d. Park & Recreation (Schedule & Relocation) – Moving to John Winthrop Jr. High School for a week or so at the beginning up the summer program.
- e. Town Garage – Bob Doane sent an email to Bruce that indicated testing will be today at 9:00 a.m. to see if the building can be put where they want it at the current location of the Town Garage. Leigh indicated if we don't release the building for purchase, it will be a 4-5% increase for the cost of the building.

Motion made by Bruce Glowac to release the building for delivery (contingent on the findings of today's testing at the Town Garage), seconded by Leigh Rankin. Passed. Motion carried.

Leigh discussed the garage overhead doors. The price has since gone up, therefore, East Coast Overhead Doors has a comparable product and it is approximately \$500.00 less.

Kelly indicated that Garth Sawyer would like acceptance of the EES Roof Project as being complete at the June 2nd BOE meeting. Kelly will look into the retainage that may be due CREC.

Leigh Rankin made a motion to accept the EES Roof Project as complete, seconded by Kelly Sterner. Passed. Motion carried.

New Business:

- a. Bridges Ivory Street – Bob Doane indicated that these plans would be done this June. We would then go to bid mid-June in order to start this project in July.

Approval of Invoices:

Kelly submitted an invoice for approval from WMC Consulting Engineers (Walnut Street Bridge) for a total of \$25,993.50.

Bruce Glowac motioned to approve the above invoice for payment, seconded by Kelly Sterner. Passed. Motion carried.

Other business: None

Adjournment:

Bruce adjourned the meeting at 8:50 a.m.

Respectfully submitted,

Yvonne Roziak