

Essex Building Committee

MEETING MINUTES

Wed November 2, 2016

Essex Town Hall Room B **8:00 AM**

Building Committee members in attendance:

Bruce Glowac
Leigh Rankin
Kelly Sterner

Others in attendance:

Gary Riggio, Riggio & Sons
Bob Doane, Doane Engineering

Meeting called to order at 8:14 a.m.

Approval of previous meeting minutes:

Motion to approve (as amended adding the pre-approved invoice under WMC from the last Building Committee meeting of 10/26/16), Totaling \$29,141.23. Passed. Motion carried.

Old Business:

- a. Town Hall Land Use areas – re: Files – Gary indicated that he had a lengthy discussion with the engineer and he does not want new files installed in the Land Use offices until the inspection is fully complete on the floor support. This will not be done until next Thursday. Both beams will need to be opened up to look at the I-beams and floor joists. The desk that was downstairs has since been moved upstairs into the spare office and the new drains are also all being boxed in. Leigh inquired about the replacement of the roof drains and Gary indicated they are not all in. This project is a separate project from our list of capital initiatives.

- b. Ivory Street Bridges – Bob reviewed the bridge project as he met with a property owner on Ivory St. The property owner would like the stump removed from the tree that was recently cut down. She would prefer no stone be put in where it was therefore, we will put in top soil with seed. On the other side at the Land Trust parking area instead of a single ramp, Bob would like to drop the side walk down and put in some process stone and will match it to the height of the road. Still working on drainage that was found. Two manholes are under the pavement and they need to be brought up to the surface. Both bridges are in and stabilized with water flowing through them. They broke up the sidewalks yesterday and need to replace a catch basin because one was poured with the sidewalks when they were put in. Due to some delivery delays, the project should be completed by the end of November. Bob recommended that once everything is done and graded, we may want to put in some pedestrian style fence.
- c. Town Garage – Paraco Propane will be installing the tanks at Public Works Friday. They contacted Leigh and requested a check for the down payment of \$3,600.00 as well as having us complete the tax exempt paperwork. The balance will be paid upon completion for a total of \$4,415.91. The Town crew will do the digging for the propane tanks.

Leigh Rankin made a motion to accept Paraco Propane’s quote to install the propane lines and tanks at the Town Garage, for a total of \$4,415.91, seconded by Bruce Glowac. Passed. Motion carried.

- d. HVAC Equipment screen – Gary discussed the current pricing on a brick enclosure for the A/C system wall that included footing, block wall to grade and then an 8’ high x 62’ long block wall faced with brick on the outside to match the town hall. Estimated cost was \$31,000.00. Gary went back to the mason to price out other options to reduce the cost. Cost could be reduced by decreasing the height of the wall and reducing the amount of “sound block” used. Bruce stated that if we were going to do a block wall we should incorporate sound block in it. Gary indicated that the mason wants direction from the Building Committee. Bruce and Gary will meet with the mason this afternoon to finalize the design.

Bruce Glowac made a motion to proceed with a brick & block enclosure for the A/C system at Town Hall with estimated price of \$19,000.00, seconded by Leigh Rankin. Passed. Motion carried.

- e. Town Hall Fire alarm – Leigh inquired about smoke alarms currently in the vault with Joel. He indicated there are certain specifications required by the State. Leigh and Bruce suggest two smoke detectors would most likely be required in the vault, one downstairs and one on the main level. This fire alarm system is considered an upgrade

and not a replacement. It was discussed that this should probably run by Fire Marshal. A voice system would require an entire new panel and probably not be needed here.

Leigh Rankin made a motion to except the quote for NSC for a total of \$13,871.70 for the upgrade to the fire alarm system, seconded by Bruce Glowac. Passed. Motion carried.

New Business:

f. Future projects schedule – Maria asked Bruce to make sure we include them in scheduling of First Selectman’s office before any decisions are made to move their offices. Bruce indicated that everyone is taking a breather here for a while and that she will be kept in the loop of when the First Selectman’s office will be undergoing remediation. Leigh inquired as to whether or not we got anything back from the company that came in to do the abatement in the Selectman’s office when it turned out they didn’t have to remediate, Kelly was not exactly sure. Bruce indicated to note this when we go into this next phase.

g. Land use ribbon cutting? – Hold off until the new files are in.

Approval of invoices:

Shielding Media LLC shades for seven window shades with brackets for the Land Use offices for a total of \$1,856.00.

Bruce Glowac made a motion to approve the invoice from Shielding Media LLC for the window shades with brackets for the land use offices totaling \$1,856.00. Passed. Motion carried.

Arrow Concrete has submitted invoices for 3 box culverts at \$10,597.60 each for the Ivory Street Bridge for a total of \$31,792.80.

Bruce Glowac made a motion to approve the Arrow Concrete invoices totaling \$31,792.80, seconded by Leigh Rankin. Passed. Motion carried.

Other business: None

Adjournment:

Bruce Glowac adjourned the meeting at 9:04 a.m.

Respectfully submitted,

Yvonne Roziak
Recording Secretary