

Essex Building Committee

MEETING MINUTES

Thursday, September 21, 2017

Essex Town Hall Room B 8 AM

Building Committee members in attendance:

Bruce Glowac

Leigh Rankin

Kelly Sterner

Others in attendance:

Norman Needleman, First Selectman

Gary Riggio, Riggio & Sons

Bruce Glowac called the meeting to order at 8:06 a.m.

**Approval of previous meeting minutes:**

***Bruce Glowac moved to approve the minutes of August 23, 2017, seconded by Kelly Sterner. Passed. Motion carried.***

**Old Business:**

- a. Town Hall Lavatory Design, finishes & estimate - Gary handed out the proposals for each of the bathrooms by floor. Gary indicated that the second floor is the most expensive due to the shower. Gary reviewed each of the proposals and a floor contractor indicated that he could do all 6 bathrooms at one time for significant savings, however, the Town cannot have all 6 bathrooms being done at once. Stonehard Floors is the name of the vendor, and the product is an epoxy base with a type of Formica flake and approximately 3/16" thick. Gary continued his review of the proposal for the first floor. The HVAC portion of the proposal is actually for Thermomedics to do the blower fans, eliminating the one big blower fan that currently exists for all the bathrooms. Gary discussed with Norman the reason for the breakouts by floor is because of different subcontractors that would be needed etc. Gary then reviewed the plans for the bathrooms on the second floor including the shower and its components, as it will be a constructed shower. Gary indicated that he and Denise reviewed in detail these plans with Dave DeLeeuw, Building Official. Bruce asked if these proposals were the contracted price and Gary responded "yes". These two bathrooms are wide open with no wall partitions and will have lockable doors. Gary then discussed the bathrooms on the third floor which is basically the same all the way through as the first floor. Bruce asked about timeframe and Gary indicated he could start on them soon. Gary will get back to Bruce as to how long it would take to get these bathrooms to completion.

Bruce asked Kelly how much money does the Town have for these renovations. Kelly indicated we have enough however, it cannot exceed the budgeted amount plus some additional Town funds that can be used towards these renovations. The Building Committee has decided to review the proposals and once they are confirmed, we would request a commitment on the total price including a “not too exceed” .

- b. Stairwell – in discussing the back stairwell, Norman feels we’re probably looking at an estimate of approximately \$20K. This would include changing out the treads (optional), painting the walls and ceiling.
- c. Rear Entrance Review – Per an email from Bob Doane this morning, the project is going out to bid today (9/21/17) with bids due back by Friday and a completion date of November 3, 2017. Leigh will check with Lenore (Bob’s assistant) to see how she can assist with the back entrance walk thru and to get an estimate on this project.
- d. Town Hall A/C – tabled

**New Business:**

- a. Town Hall Tank Removal: Leigh handed out several estimates for the above ground tank (steel vs. convault) plus a surrounding fence and samples for a total of \$44,224. The current 20 year tank has to come out of the ground or our insurance deductible goes up to \$100k per year. Bruce would recommend going with the convault tank as they are pretty much non destructible. Norman asked Kelly to call CIRMA with regards to what the deductible would be based on the (convault vs. steel tank above ground) and if there is a difference at 20 years, does the deductible go up the same way as it does currently.

***Bruce Glowac made a motion to move forward with a proposal to purchase a convault tank, (based on Kelly’s confirmation from CIRMA), seconded by Leigh Rankin. Passed. Motion Carried.***

**Approval of invoices:**

Venuti invoice totaling \$13,920.15. release of retainage.  
WMC Consulting – design with BL – \$13,920.15  
New England Road application for payment: \$288,897.85

Kelly also indicated that we closed the bond and received funds this week and the following invoices were also paid:

US Bank (acting as the paying agent) - \$4K  
Standard and Poors - \$14K  
IPO/REO - \$760  
Source Media (Put out the Legal Ad) - \$1,340  
Southwest Financial Advisors - \$13K

***Bruce Glowac made a motion to approve the above invoices as presented, seconded by Leigh Rankin. Passed. Motion Carried.***

**Other business:**

**Adjournment:**

Meeting was adjourned at 9:06 a.m.

Respectfully submitted,

Yvonne Roziak, Recording Secretary