

**Town of Essex  
29 West Avenue  
Essex, CT – Meeting Room A**

**Building Committee**

**September 9, 2015**

**MINUTES**

Building Committee members in attendance:

Bruce Glowac  
Leigh Rankin  
Kelly Sterner

Others: Paul Drummey, CREC (absent)  
Tom Fitzgerald, Region #4  
Norman Needleman, First Selectman

Meeting called to order by Bruce Glowac at 8:06 a.m.

**Approval of Minutes:**

***Leigh Rankin moved to approve the minutes of 9/2/15, seconded by Kelly Sterner. Passed.***

**CREC Report:**

No one from CREC was in attendance at the meeting. Paul Drummy had emailed in copies of 5 change orders and a letter from HRA. Copies were handed out to the committee. Since this was the first time everyone had seen these Bruce suggested everyone review them for discussion at our next meeting. Bruce stated that he had emailed Paul Drummy some project questions and he reviewed them along with Paul's answers with the committee. Paul stated that the final walk through for the Elementary School was scheduled for tomorrow and that both the Elementary School and Town Hall should be totally complete within 2 weeks. Leigh noted that some of the change orders were substantial and questioned why this was the first we had heard of them and questioned the "sheet rock removal". Bruce noted that deck repair was a unit

priced item in the contract. Committee will review the change orders so they can be discussed at the next meeting. Bruce will contact Paul prior to next meeting and ask him to bring back up material for the change orders.

Paul also indicated in his email that he is working on getting the permanent number vs. the temporary project number from the State for this project. With regards to Town Hall, the current status is that the metal trim hatchways remain, timeline is 2 weeks. Punch list still needs to be determined which includes the venting issue. Paul should talk to Silktown and negotiate a more reasonable cost.

The Town Hall roof venting issue was discussed. Leigh priced out the equipment and found that it was priced correctly. The letter received from HRA stated that the proposal from Silktown for the venting of the roof was acceptable and recommended by HRA.

Continued installation of AC at the Elementary School was discussed. Tom King is putting together final proposal for the expansion which committee will have by next week. Bruce indicated we need to get a master plan together indicating where we want the roof cuts and pitch pockets and hopefully get them installed prior to winter season. Leigh noted that that work could be done by someone other than Silktown.

### **Old Business:**

- a. ConVault tank – Tom Fitzgerald indicated that East Lyme schools would like to purchase the 6000 gallon tank from EES. They will send him a proposal for the final price of the tank. Norman will then talk to East Lyme First Selectman to discuss.  
Tom Fitzgerald indicated we still need to remove the 3000 gallons out of the existing tank. We will need to decide where the fuel should go.
- b. Roof Vents – refer to CREC report above
- c. Fire Alarm Proposal – nothing new to report from TPC.
- d. Town Garage Expansion (Plans) – Bob Doane met last night (9/8/15) with the Inland Wetlands Commission and have arranged for a site walk for Monday night.(9/14/15) Application will be revisited at Wetlands October meeting.
- e. Essex Elem. Site Work –Committee will continue to work on and put together an RFP for

paving next summer.

**New Business:**

- a. Land use offices meetings – the Building Committee met last week with Land Use employees. Norman suggested to have Ed Cook come and discuss the glass walls he installed where he used to work. Leigh has offered to reach out and get some further information on this product. Bruce would like to see some examples (possibly in use) to get a feel for an operating environment.
  
- b. Solar proposal EES – Bruce has a solar proposal from American Solar for a PPA (purchase power agreement) for the EES. Bruce will get a copy of that proposal to the Building Committee members. Bruce discussed the pros and cons of the proposal and the fact that funding for these types of projects is currently declining. He stated that the proposal would provide for approximately \$25K a year savings in electrical costs with zero capital outlay.

**Approval of invoices:**

No new invoices have been submitted.

**Other business:**

Scott Jeffrey inquired to Building Committee via Tom Fitzgerald as to where we stand on the Media Center and the redesign including architectural costs. The committee noted that there were no architectural costs included in their estimates.

**Adjournment:**

***Motion to adjourn made by Bruce Glowac at 8:58 a.m. Motion passed.***

Respectfully submitted,

Yvonne Roziak