

These minutes have not yet been approved.

Essex Building Committee

MEETING MINUTES
WED Dec. 21, 2016
Essex Town Hall Room B 8 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 8:10 a.m.

Approval of previous meeting minutes:

Bruce Glowac moved to approve the minutes of December 7, 2016, seconded by Kelly Sterner. Passed. Motion carried.

Old Business:

- a. Land use offices / Auditorium (Progress Reports – Gary Riggio) – Gary distributed a report from Matt Reynolds, EIT from DiBattisto Associates, Ilc. With regards to the floor joists in the Auditorium.

Joist inspections - Leigh inquired as to whether or not they will have someone from this firm to stamp drawings, Gary confirmed yes. He also stated that someone has also looked at the joists to confirm his finding. Gary will head down after the meeting to confirm anything else they may have found.

Bruce asked about the scheduling and when would they be done and out of the auditorium. Gary said he'll let Bruce know considering the holiday coming up – he needs to check the crew's schedules.

Sound enclosure wall – Gary indicated this is completed. It's been graded on the outside. Cleaned up the inside and backfilled with the pea stone. Covered up two sections with frost blankets. The fence door has been ordered and should be here in two weeks. It will also

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have a lock on the outside. Bruce mentioned that when you're in the front of the building on the slope of the road you can see a little bit on the inside. It can be remedied with a screen of some sort or Gary recommended painting the inside wall to match the brick.

Floor refinishing – Bruce mentioned that floor finish is being totally worn off the floor from the work taking place. Gary will check with Class A (his subcontractor) to see what will need to be done and how long they will need to complete the floor. They discussed and oil applications vs. water based. Gary will also talk to Tom (Thermomedics) about 100% exhausts when working on the floor. They are tentatively looking at the Martin Luther King weekend 1/14 – 1/16. Gary will confirm and get back to Bruce. Kelly indicated that the Audio/Video guy is scheduled for 1/17 and Bruce feels he should come in prior to the floor being worked on.

There is a little more work left in the kitchen where the voting booths were and more work was completed on replacing the interior downspouts.

Files delivery & Install date – Kelly inquired about the delivery and Gary will check on the joist work below where files will be placed.

- b. Ivory Street Bridges - Bob says everything is going well and indicated that we just got a price from Don Venuti for \$5,242.00 for all eight guide rails for the Ivory Street Bridge. He is waiting on Bob to call him back with the okay to proceed. Bob discussed the process and can be done within two weeks. Parking for the Land Trust is in and they are happy with it. The milling will take place in the Spring. Leigh asked about and additional change orders and Bob does not have the cost of the extras for the manholes, entrance for a neighbor, additional work for another neighbor, and the gravel for the Land Trust.

Leigh Rankin moved to accept the invoice from Venuti totaling \$5,242.00 for the eight guide rails for the Ivory Street Bridge, seconded by Kelly Sterner. Passed. Motion carried.

- c. Town Hall Fire Alarms – Leigh confirmed they are all done and have been tested. They will need to drop off some manuals.
- d. Lavatory design – Denise is still working on the bathroom designs and will be invited to the next meeting. Bruce and Leigh inquired about estimated costs for this project.

New Business:

Leigh submitted the close out documents for the new Public Works garage. Public works has inquired about radiant heat in the new building. This needs to be discussed further as to where the money will come for it. Bruce will look into it and check with the Selectmen.

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Approval of invoices:

Progress Payment was received from WMC Walnut Street Bridge for \$20,000.00.

Bruce Glowac made a motion to approve the progress payment from WMC for the Walnut Street Bridge for \$20,000.00, seconded by Leigh Rankin. Passed. Motion Carried.

Revised invoice from NSC which included the change order (which was approved) for \$9,726.02, seconded by Leigh Rankin. Passed. Motion Carried.

Bruce Glowac made a motion to approve the progress payment from NSC (including the change order) for \$9,726.02, seconded by Leigh Rankin. Passed. Motion Carried.

Invoice from Riggio & Sons for the box and the electrical line for the new HVAC system in the kitchen totaling \$1,324.50.

Bruce Glowac made a motion to approve the invoice from Riggio & Sons totaling \$1,324.50, seconded by Leigh Rankin. Passed. Motion Carried.

Invoice from Riggio & Sons for Progress Payment #1 for the sound block and brick enclosure for a total of \$28,732.56.

Bruce Glowac made a motion to approve Progress Payment #1 to Riggio & Sons totaling \$28,732.56, seconded by Leigh Rankin. Passed. Motion Carried.

Invoice from Riggio & Sons for Progress Payment #1 on the joist repairs (through December 14, 2016) totaling \$26,526.59.

Bruce Glowac made a motion to approve the Progress Payment #1 on joist repairs from Riggio & Sons totaling \$20,526.59, seconded by Leigh Rankin. Passed. Motion Carried.

Invoice from Riggio & Sons for Progress Payment #3 for the utility/computer room (including the windows and a man lift) for a total of \$1,854.98.

Bruce Glowac made a motion to approve the Progress Payment #3 on the utility/computer room from Riggio & Sons totaling \$1,854.98, seconded by Leigh Rankin. Passed. Motion Carried.

Other business:

Adjournment:

Bruce Glowac made a motion to adjourn the meeting at 9:05 a.m., seconded by Leigh Rankin. Passed. Motion Carried.

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There will be no Building Committee meeting on December 28, 2016; next tentative meeting will be January 4, 2017.

Respectfully submitted,

Yvonne Roziak
Recording Secretary