

Essex Building Committee

MEETING MINUTES

WED 10/25/17

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
Bob Doane, Doane Engineering

Bruce Glowac called the meeting to order at 8:01 a.m.

Approval of previous meeting minutes:

Bruce Glowac moved to approve the minutes of October 11, 2017, seconded by Kelly Sterner. Passed. Motion carried.

Old Business:

- a. Rear Entrance project review – looks like things are on schedule, however, Kelly discussed the auditorium side door entrance should also be ADA compliant and that door to the auditorium would need to be replaced which will cost more. Norman suggested a bigger pad be put in place so we have two ADA compliant entrances. The Building Committee does not agree with two ADA entrances at this time and the larger pad will conflict with drainage. Bob Doane indicated that the concrete will be delivered today at 9:00 a.m. for the curbing and the job completion date will be the weekend of November 3rd.
- b. Lavatory renovations – the ADA compliant shower will be installed downstairs next to Mark Hiatt's office. It will be a standalone shower room and then a storage room that will be plumbed for another shower in the future (if needed). The cost will be higher than originally anticipated for this project and the work being performed will need to be done on a fixed price (as there is no contingency). Gary indicated that we can probably start on the bathrooms the

first week in December. Gary will most likely start with floor 2 first. As far as the wall finish goes, there will be wainscoting on the bottom half of the walls above that will be made smooth. Kelly indicated that we will need to do permits and submit a set of the plans as well to the building department.

Bruce Glowac made a motion to approve and move forward on the renovations for the installation of a shower room (standalone) on the ground level, seconded by Kelly Sterner. Passed. Motion carried.

- c. Tank removal / replacement – Leigh has indicated that the new tank has been shipped. She indicated to Kelly to let the insurance company know LEP coordinator working on the job. Kelly will call the insurance company and let them know it is on its way. They want to pull the tank on Monday – hopefully first thing. The tank install date will be set and have the oil currently in the tank pumped out.

New Business:

Kelly discussed the Walnut Street Bridge and she indicated that the pilings are done on the bridge and they should be pulling the abutments today. We received the letter of extension however, we have not responded. Norman would prefer not to extend them an extension and not charge them the \$1,000 per day. So far they appear to be on schedule. They should be laying the next beam in 2 weeks. The challenge will be the delivery.

Approval of invoices:

Bob Doane, Doane Engineering invoice for town hall bid documents and project totaling \$1,491.00.

Bruce Glowac made a motion to approve the invoice from Doane Engineering for a total of \$1,491.00, seconded by Leigh Rankin. Passed. Motion carried.

Other business: None

Adjournment:

Meeting adjourned at 8:40 a.m.

Respectfully submitted,

Yvonne Roziak
Recording Secretary