

Essex Building Committee

MEETING MINUTES

**THURSDAY APRIL 5<sup>TH</sup> 2018**

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

Bruce Glowac called the meeting to order at 8:03 a.m.

**Approval of previous meeting minutes:**

***Bruce Glowac moved to approve the minutes of March 7, 2017, seconded by Leigh Rankin. Passed. Motion carried.***

**Old Business:**

Town Hall Lavatory work – need to replace the left handle in the sink in men’s room. In the ladies room we had a correction with the stalls to get a flat panel to hide washers. A new one is on order.

Signage – needs to be discussed with Dave DeLeeuw specifically, with the proper ADA compliance. We can’t say at this point that the ADA compliant bathrooms will be on the second floor. A lock has been installed on the shower room. Shower rod is up and shower curtain will be installed.

The bathrooms will be open tomorrow for the blood drive. They will get the horizontal toilet paper holders that are up to code within a week or two. Paper towel holders are installed. Tom Fitzgerald will have the cleaning people wipe down the tiles for a final clean up. Ceilings are not completed as yet as we’re still waiting on the fire alarm people. They will be back next week, however, John Planas said it’s not a problem to put back the ceiling tiles while waiting for the fire alarm guy to return. Tom King (Thermomedics) will be back for the vent installations.

The next set of bathrooms will be the exact coating on the floors, products, materials and colors.

Pergo flooring is Norman's request on the second floor in the hallway by the elevator. Leigh asked Norman about a possible flooring alternative. Norman agreed to go with other options on the floor.

a. Construction schedule – will be shortly moving on to floor number 2 - possibly next week. They will demo the framing wall like they did on the first floor. Discussed the shutdown of the elevator which will be around May 15<sup>th</sup>. Gary indicated that the demo will begin before the shutdown. These bathrooms will go in a lot quicker than the first floor.

**New Business:** None

**Approval of invoices:**

Kelly distributed the Riggio Bathroom Projects list totals to date and two items are complete and have been billed for. Kelly received two invoices for the shower room and for the two bathrooms. The Building Committee agreed to pay for the 1<sup>st</sup> invoice which is the Shower Room for a total of \$8,172.00.

***Bruce Glowac made a motion to approve the invoice for the shower room in the amount of \$8,172.00, seconded by Kelly Sterner. Passed. Motion carried.***

Two invoices received from Thermomedics – one is for change orders in the amount of \$4,360.00 and the second invoice was a progress payment due in the amount of \$12,000.00.

***Bruce Glowac made a motion to approve the invoices listed above for Thermomedics in the amounts of \$4,360.00 and \$12,000.00, seconded by Kelly Sterner. Passed. Motion carried.***

Kelly also discussed the Capital Improvement Projects spreadsheet. This is the most realistic scenario based on where the bridge may come in.

**Other business:**

Kelly indicated the trailer has been pulled at the Walnut Street Bridge. There are some visible ditches from the trailer sitting there. They will be working on the cleanup.

Norman discussed the air handlers that need repair/replacement at the Essex Elementary School. Norman thought that the pictures he looked at just showed rust and could use repair versus full replacement.

**Adjournment:**

Meeting adjourned at 8:50 a.m.