

Essex Building Committee

MEETING MINUTES

WED August 22, 2018

Essex Town Hall Room B 8:00 AM

Building Committee members in attendance:

Bruce Glowac
Kelly Sterner
Leigh Rankin

Others in attendance:

Gary Riggio, Riggio & Sons

Bruce Glowac called the meeting to order at 8:09 a.m.

Approval of previous meeting minutes:

Motion made by Bruce Glowac to approve the minutes of June 13, 2018 and July 18, 2018, seconded by Leigh Rankin. Passed. Motion carried.

Old Business:

Town Hall bathrooms – Gary indicated that the 3rd floor bathrooms are pretty much complete. Panels are coming that were damaged. The group took a final tour of the bathrooms with Gary this morning for minor punch list items. Signage has also been ordered.

Second floor progress report – they are prepping the floors today for the flooring in the hallway. Slop sinks have also been ordered. Gary will touch base with Dave DeLeeuw with regards to the stairwell floor doors.

Elevator – will need to be temporarily closed off today to floor 2 while flooring is being installed in the hallway.

New Business:

Rear stairwell – Leigh walked the stairwell with a vendor she knows. They would start with a skim coat etc., she will also ask them if they are available to do the ceiling and perhaps

include the lighting. Leigh will forward the quote she received to Bruce and Kelly for review. Kelly will check with Martinez to see if they would also be available to paint the stairwell. Kelly will talk to Bella Electric to see what they think about putting in the lights. All of this work would have to be done on a weekend.

Approval of invoices:

Kelly received the following invoices for payment:

- #1. Progress payment #2 for the bathrooms in the amount of \$12,742.24 from Riggio and Sons.***
- #2. Thermomedics' invoice for the ductless HVAC in the bathrooms in the amount of \$2,410.00.***

Motion made by Bruce Glowac to approve both invoices for payment as stated above, seconded by Leigh Rankin. Passed. Motion carried.

Other business:

Kelly indicated there was a Walnut Street meeting last week with everyone that was involved in that project. They will be coming back to redo the corner and make it the right pitch along with direction strips and then the crosswalk. They are starting to close out this project, get it finalized and paid off.

The fence enclosing the Convault has been installed and is complete.

Adjournment:

Meeting adjourned at 9:10 a.m.

Respectfully submitted,

Yvonne Roziak