Town of East Hampton

**Town Facilities Building Committee**

**Regular Meeting**

Thursday, June 29, 2017 – 6:30 P.M.

East Hampton Town Hall

**DRAFT MINUTES**

**Present:**  Vice Chairman Kurt Comisky, Stephen Karney, Cliff Libby, Jeff Foran, Fred Galvin, Ray Moore, George Pfaffenbach and Rebecca Tinelle-Sawyer, Ex Officio Member Pete Brown, Steve and Lisa Motto, Tony Amenta (Amenta Emma), Planning & Zoning Official Jeremy DeCarli, and Kevin Kuhr (P&Z)

**Absent:** Chairman Glenn Gollenberg, Town Manager Mike Maniscalco

**Call to Order:** The meeting was called to order at 6:30 P.M. by Vice Chairman Comisky

**Approval of Minutes – June 21, 2017:** *Mr. Foran moved and Mr. Pfaffenbach seconded to approve the minutes of the June 21, 2017 regular meeting. Voted 8-0 in favor.*

**OPM Update**: Mrs. Motto outlined upcoming timeline items: the rendering should be ready for the July 19 Building Committee meeting so that it can be recommended to the Council at their July 25 meeting. If it is approved, the estimating will take about four weeks with hope to present to the Board of Finance on August 21. If that passes, it will need to be taken to P&Z for their September 22 meeting to get on the ballot in November.

**Update on Architect Contract:**  The contract is done and will be signed the following day by the Architects.

**Discussion & Update on Construction Manager RFP/Q**

The RFP for a CM was posted on the DAS site today, responses are due July 14. Mrs. Motto stated she would have a summary of responses for discussion at the July 19 meeting.

**Architect Update**

Tony Amenta, of Amenta & Emma, presented seven different options for how the building could be configured and situated on the site, including parking and street access. There was discussion regarding the driveway(s); the main road that is there now will be the main driveway for the building and there will be another road that will most likely be “exit only”, or restricted by other means, for the PD vehicles only more to the west of the site. It was noted that the building will not be seen from Route 66.

There were six sketches presented, with a seventh explained as a variation of the sixth. The buildings were presented as two-story, facing the pond. The Committee asked for further time to look over the information presented, and they also wanted Chairman Gollenberg’s input. Due to the strict time schedule, the meeting will be continued to the following evening so that a decision can be made on which design Mr. Amenta will render further. Three of the sketches were able to be discounted during this part of the meeting.

**Report & Discussion from Public Relations Sub-Committee**

Mr. Libby provided an informational sheet with bullet points that can be given to the public and a design for the sign for the Old Home Days booth was chosen. Committee members were asked to sign up for times to man the booth during the weekend, Mr. Libby will create and distribute a schedule.

**Update from Design Sub-Committee:** No update

**Public Remarks:** None

**Adjournment:** None

*At 8:02 P.M., Mr. Foran moved to continue the meeting to the next evening, Friday June 30, 2017 at 6:30 P.M. Second by Mr. Galvin. Voted 8-0 in favor.*

Respectfully submitted,

Eliza LoPresti

Recording Clerk