Town of East Hampton

**Town Facilities Building Committee**

**Regular Meeting**

Wednesday, July 12, 2017 – 6:30 P.M.

East Hampton Town Hall

**DRAFT MINUTES**

**Present:**  Chairman Glenn Gollenberg, Stephen Karney, Cliff Libby, Jeff Foran, Ray Moore, George Pfaffenbach and Rebecca Tinelle-Sawyer, Steve and Lisa Motto, Planning & Zoning Official Jeremy DeCarli, and Town Manager Mike Maniscalco

**Absent:** Vice Chairman Kurt Comisky, Fred Galvin

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

**Approval of Minutes – June 29, 2017 and June 30, 2017:** *Mr. Foran moved and Mr. Pfaffenbach seconded to approve the minutes of the June 29, 2017 regular meeting. Voted 6-0-1 in favor with Chairman Gollenberg abstaining. Mr. Foran also moved, with Mr. Pfaffenbach’s second, to approve the June 30, 2017 meeting with corrections as discussed. Voted 6-0-1 in favor with Mr. Karney abstaining.*

**Architect Update**

**Design Progress Report:** The Design Sub-Committee previously met with the Architects to view a preliminary rendering. The consensus was positive. Mrs. Motto will send out the rendering on Monday to the full committee. The hope is to vote on it at next week’s meeting to send it to the Town Council for consideration at their meeting on July 25. It was stressed that this will be a conceptual rendering, not a final presentation. The design is “New England” style, with traditional materials and forms. Floor plans were discussed, but these will necessarily be vague until further into the process.

**OPM Update**

 **Update on Architect Contract:** Completed

**8-24 Review Request:** Jeremy DeCarli, Planning and Zoning Official, was present to answer questions on the 8-24 review process. This will occur at the P&Z meeting of August 2, 2017 at 7:00 P.M. The purpose of the 8-24 review is to ensure all municipal improvements are consistent with the Plan of Conservation and Development (POCD) which is the Town’s long-term planning and goals document. The site plan, site location and rendering will be needed. The Building Committee is welcome to attend this meeting. Various ways that this might happen were discussed as there is a scheduled Building Committee meeting the same evening.

**Update on Construction Manager RFQ**

Mrs. Motto reported that no RFIs were received. The RFQs are due back this Friday, July 14. The Mottos will compile a comparison similar to what they did for the Architects and distribute to the Building Committee.

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

Mr. Foran thanked Mr. Libby and Mr. Pfaffenbach for all their hard work and time spent during Old Home Days. It was noted that the majority of citizens who stopped at the booth on OH Day were positive about the project. The handout will be printed in the next edition of the East Hampton Events Magazine that will come out in August.

The successful PAC created by Beth Vickery for the purpose of passing the most recent budget was discussed. Chairman Gollenberg will be in touch with her to explore her methods further.

There was discussion on including a rendering on the back of the current handout and/or a tri-fold brochure, like what was sent to residents before the referendum on the High School renovation.

**Update from Design Sub-Committee:** This update was discussed during the Design Progress Report.

**Public Remarks**

Marty Podskoch, 43 O’Neill Lane, member of the Clean Energy Task Force, encouraged the use of green energy in the design of the building. He suggested solar or geothermal and stated that within ten years, any additional cost will have paid for itself; also that building with an eye toward the future needs to include thoughts of the planet’s health. Eversource is willing to come in and meet with the Committee and explain municipal programs that they have to help toward this end.

Chairman Gollenberg noted that the Design Sub-Committee did have a discussion about this with the architects.

**Other**

It was discussed that Amenta Emma should be involved in the review process for the CM. They may attend the interviews if they wish to.

Mr. Motto noted that a change was made to the CM agreement – a provision had been left in for a night watchman. As this is not needed and is a costly item it was removed.

The Committee engaged in discussion on what should be presented to the Council, and how. This led to a discussion on what actions should be taken at the next meeting and the need for a schedule on action items. Next meeting will include the vote on the rendering to be presented to the Council was one item

**Adjournment**

*At 7:15 P.M., Mr. Foran moved to adjourn; second by Ms. Tinelle-Sawyer. Voted 7-0 in favor.*

Respectfully submitted,

Eliza LoPresti

Recording Clerk