Town of East Hampton

**Town Facilities Building Committee**

**Regular Meeting**

Wednesday, July 19, 2017 – 6:30 P.M.

East Hampton Town Hall

**MINUTES**

**Present:**  Chairman Glenn Gollenberg, Vice Chairman Kurt Comisky, Stephen Karney, George Pfaffenbach, Fred Galvin and Rebecca Tinelle-Sawyer, Steve and Lisa Motto, Town Manager Mike Maniscalco, Ex Officio Member Pete Brown, Building Official Glen LeConche, Town Council Chairwoman Patience Anderson, and Marc Moura of Amenta Emma

**Absent:** Cliff Libby, Jeff Foran, and Ray Moore

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

**Approval of Minutes – July 12, 2017:** *Mr. Galvin moved and Mr. Pfaffenbach seconded to approve the minutes of the July 12, 2017 regular meeting. Voted 5-0-1 in favor, with Vice Chair Comisky abstaining.*

**Architect Update**

**Approval of Rendering:** Marc Moura, Senior Associate Director of Design at Amenta Emma, and lead designer for this project, presented the proposed rendering of the building. He answered questions and explained design features in detail. Chairman Gollenberg reiterated that this rendering is conceptual and is not final at this point. It is not yet priced. It was noted that when presenting this image to the Town Council next week, it will be prefaced by stating that pricing is in process, but the rendering is within the allowable square footage previously discussed. Mrs. Motto noted that pricing needs to be done before August 7 to be ready for the Board of Finance.

*Mr. Galvin moved and Ms. Tinelle-Sawyer seconded to approve the conceptual rendering of the building presented by Amenta Emma for pricing and to present in this preliminary form to the Town Council. Voted 6-0 in favor.*

*Discussion: Some committee members discussed the “flat” roof on the wings of the building, and alternative designs to this are welcome in the future. It was noted that Mr. Foran contacted Mrs. Motto today and stated that he supports the rendering moving forward, though he was not able to attend tonight’s meeting.*

**OPM Update**

 **8-24 Review Request:** The 8-24 review request is to review the appropriateness of the proposed building on the proposed site within the acceptable limits of the town planning document. The request from the Town Manager was previously submitted to Planning and Zoning. This is on track to happen during their meeting of August 2.

**Update on Construction Manager RFQ/P**

 **Review RFP Responses and Set Interviews:** Four proposals were received. Mrs. Motto reviewed them and created a summary spreadsheet that was emailed and handed to Committee members. The firms will initially be reviewed without their fees revealed.

 The interviews will take place at 5:30 P.M. on Thursday, July 27, 2017 in a location to be determined. Scorecards will be available, similar to what was used for the Architects. The interviews will be held in executive session, with invited guests.

**Report & Discussion from Public Relations Sub-Committee:** Nothing new to discuss at this time

**Update from Design Sub-Committee:** Nothing new to discuss at this time.

**Public Remarks**

Patience Anderson, Town Council Chairwoman, thanked the Committee for their work and stated that she is excited to see the rendering and have the rest of the Council view it. She feels the concept blends historical and modern touches and that it is a quality product.

**Other**

Chairman Gollenberg asked Mrs. Motto to remind Amenta Emma of the budget for the project, what is in the building, and the details of such, for context, before the presentation to the Council.

**Adjournment**

*At 7:30 P.M., Mr. Pfaffenbach moved to adjourn; second by Mr. Karney. Voted 6-0 in favor.*

Respectfully submitted,

Eliza LoPresti

Recording Clerk