Town of East Hampton

**Town Facilities Building Committee**

Regular Meeting

Thursday, December 21, 2017 – 6:30 P.M.

Berkshire Hathaway Office – Edgewater Hill

**MINUTES**

**Present:**  Chairman Glenn Gollenberg, Vice Chairman Kurt Comisky (left the meeting at 7:30pm), Rebecca Tinelle-Sawyer, George Pfaffenbach, Jeff Foran, Cliff Libby and Ray Moore, Town Manager Michael Maniscalco and Project Managers Steve and Lisa Motto

**Absent:** Fred Galvin

**Call to Order:** The meeting was called to order at 6:45 P.M. by Chairman Gollenberg

**Approval of Minutes**

**November 30, 2017:** *Mr. Foran moved and Ms. Tinelle-Sawyer Galvin seconded to approve the minutes of the November 30, 2017 meeting. Voted 7-0 in favor.*

**Public Remarks**

None

**Approval of 2018 Meeting Dates**

*Mr. Foran moved and Mr. Pfaffenbach seconded to approve the 2018 Meeting Dates as presented. Voted 7-0 in favor.*

**Architect Update**

Draft plans for the building were reviewed. They are still being worked on and need to be reviewed by the department heads. The committee reviewed the janitor closets, police department space and building department space. The architects will look at different options for the glass walls of the meeting rooms. It was noted that the generator needs to power the entire building, not just life safety areas. Amenta Emma is ready for the design development phase. The Building committee will need to make the decision to move into that phase as the Planning & Zoning process is not yet complete.

A question was asked about the article in the Rivereast concerning the vote count. Mr. Maniscalco explained that the referendum is governed by election law and the guidelines state that a recount is only needed if the margin is less than one half of one percent of the total vote. The vote difference was over that amount. If anyone was aggrieved they had 5- day time period to go to a judge. That time has now elapsed. The ballots are locked down. The project continues forward.

Ms. Motto handed out a 6-month schedule from Newfield Construction.

Mr. Foran noted that he will be recusing himself as a member of Inland Wetlands at the meeting where the project is presented. He noted there is not a significant wetland area.

**OPM Update**

1. **Geotechnical Bids**

Three firms submitted bids for the geotechnical services. Mr. Motto recommends Soil Technology Associates.

Mr. Moore *moved and Mr. Pfaffenbach seconded to approve Soil Technology Associates for geotechnical services. Voted 6-0 in favor.*

1. **Test Pit Results**

The test pits were done. There was no ledge and everything looked good.

1. **Building Generator**

This item was discussed earlier in the meeting.

1. **Land Contract**

There will be a meeting with the attorneys on December 28th to finalize this contract.

Ms. Motto provided a draft action item format that will be worked on.

**Timeline Discussion**

The timeline was distributed earlier in the meeting. They are on track for the January 16th Inland Wetlands submission.

**Approval of Invoices**

1. **Boundaries Invoice #9274**

Mr. Foran moved and Mr. Pfaffenbach seconded *to approve the invoice for Boundaries LLC – Invoice #9274 dated 12/11/2017 in the amount of $11,740.00. Voted 6-0 in favor.*

**Update from Public Relations Sub-Committee**

Quarterly reports to the Town Council were discussed. The format and what to include were discussed and will be finalized. The first report will be at the end of January.

**Update from Design Sub-Committee**

Documents regarding the clock that was started by the 250th anniversary committee were distributed. The information will be shared with the architect to be worked into the plans.

Mr. Maniscalco reported that the resolution for the Town Facilities Building Committee was revised by the Council. Also, the Purchasing Ordinance will go to a Public Hearing for possible changes. These documents will be provided to the Building Committee.

**Public Remarks**

Terry Sprankle, Laurel Ridge, applauded the committee for the work they have done.

**Adjournment**

*At 8:00 P.M., Mr. Foran moved to adjourn; second by Mr. Moore. Voted 6-0 in favor.*

Respectfully submitted,

Cathy Sirois

Recording Clerk