

**TOWN OF EAST HAMPTON
TOWN FACILITY BUILDING COMMITTEE
REGULAR MEETING
THURSDAY, AUGUST 1, 2019
6:30 PM
TOWN HALL MEETING ROOM**

MINUTES

Present: Chairman Glenn Gollenberg, Vice Chairman, Christopher Strange, Jeff Foran, Rebecca Tinelle, George Pfaffenbach, Ray Moore, and Cliff Libby; Project Managers Lisa Motto and Steve Motto.

Not Present: Ron Gaudet and Fred Galvin

Call to Order: The meeting was called to order at 6:32 p.m. by Chairman Gollenberg in the Town Hall Meeting Room.

Approvals:

- A) **Minutes of July 18, 2019:** A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to approve of the meeting minutes from July 18, 2019 with no changes. Voted 7-0 in favor.

Public Remarks: None

Architect Update: The framing for the Fire Marshal's office is underway. The pricing for the FFE is back and being reviewed. The AV fiber is being installed for the phones and the internet for the offices. There have been issues brought up pertaining to the fire tank. The fire tank needs to be inspected by a structural engineer and stamped with their approval before fully installing the tank. The inspection wasn't performed during the manufacturing of the tank. Furthermore, until the tank is backfilled the parking and road in the back can't be finished.

A motion was made by Mr. Foran, seconded by Mr. Libby, to approve a structural engineer to perform the inspection of the fire tank and not to exceed \$6,500 in cost. Voted 7-0 in favor.

Construction Manager Update: The Town Hall roof and the brick back of the community room have been completed. A shipment of steel is coming in on Monday and the last of the roofing will be finished the following Monday. The windows for the community room will be installed next week. The Town Hall walls are 95% framed and the dry wall will be installed in the beginning of September. The paving will occur in early October.

OPM Update:

- A) **Financial Summary:** An updated finance summary was passed around to the members to review and discuss. After adding the change orders from the meeting; the summary will be updated. An issue concerning the materials vendor was brought up to the members. The vendor is nearing their \$15,000 cap that was voted on by the commission members. They were contacted and had a talk with Steve Motto.

- B) Wall of Honor:** A design was handed out to the members to review. Val Greco pitched an idea to have a black granite wall with a podium set up on a part of the yard area on the project property.

Change Orders:

A) Newfield Prime Contract Potential Change Order #030R: *A motion was made by Mr. Libby, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Change order #030R for site utility revisions dated 4/26/19 in the amount of \$64,463.05. Voted 7-0 in favor. There was a discussion about resolving the letter pertaining to this specific change order. Since the change order was approved by the committee; the letter should therefore be settled.*

B) Newfield Prime Contract Potential Change Order #041: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Change Order #041 dated 7/16/19 in the credit amount of \$421.20. Voted 7-0 in favor.*

C) Newfield Prime Contract Potential Change Order #047R: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve Newfield Prime Contract Change Order #047R for conduit for future EV charging stations dated 7/8/19 in the amount of \$11,415.03. Voted 7-0 in favor.*

D) Newfield Prime Contract Potential Change Order #061: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of the Newfield Prime Contract Change Order #061 for deleting poke through device in room 129 dated 7/8/19 in the credit amount of \$743.18. Voted 7-0 in favor.*

E) Newfield Prime Contract Potential Change Order #070: *A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to approve of Newfield Prime Contract Change Order #070 for tank backfill dated 7/17/19 in the amount of \$1,371.13. Voted 7-0 in favor.*

F) Newfield Prime Contract Potential Change Order #065: *A motion was made by Mr. Libby, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Change Order #065 for adding DDC control to fire pump exhaust fan dated 7/16/19 in the amount of \$3,250.98. Voted 7-0 in favor.*

G) Newfield Prime Contract Potential Change Order #072: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Change Order #072 for cutting back steel on the roof dated 7/24/19 in the amount of \$1,671.42. Voted 7-0 in favor.*

A motion was made by Mr. Foran, seconded by Mr. Libby, to approve the installation of 3 hose bibs with not to exceed \$4,300 for costs. Voted 7-0 in favor.

Approval of Invoices:

A) Newfield Construction Payment Application #10: *A motion was made by Mr. Foran, seconded by Mr. Libby, to approve of the Newfield Construction Payment Application #10 dated 7/31/19 in the amount of \$1,304,876.99. Voted 7-0 in favor.*

B) C&E Enterprise Invoice #18: *A motion was made by Ms. Tinelle, seconded by Mr. Pfaffenbach, to approve of the C&E Enterprise Invoice #18 dated 8/1/19 in the amount of \$53,909.71. Voted 7-0 in favor.*

Update from Public Relations Sub-Committee: There will be an article going into the next Events Magazine with an update on the project and pictures of the building's progress. The members discussed when the departments will move into the new building. The moving expenses is in the project's soft costs. All the departments should be moving at the same time on the same schedule.

Public Remarks: None

Adjournment: A motion was made by Mr. Foran, seconded by Mr. Libby, to adjourn the meeting at 8:04 PM. Voted 7-0 in favor.

Respectfully Submitted,

Katrina Aligata

Recording Clerk