

**TOWN OF EAST HAMPTON
TOWN FACILITY BUILDING COMMITTEE
REGULAR MEETING
THURSDAY, OCTOBER 3, 2019
6:30 PM
TOWN HALL MEETING ROOM**

MINUTES

Present: Chairman Glenn Gollenberg, Vice Chairman Jeff Foran, Christopher Strange, Ron Gaudet, Rebecca Tinelle (arrived at 6:45 p.m.), Ray Moore, George Pfaffenbach, and Cliff Libby; Project Managers Lisa Motto and Steve Motto.

Not Present: Fred Galvin.

Call to Order: The meeting was called to order at 6:30 p.m. by Chairman Gollenberg in the Town Hall Meeting Room.

Approvals:

- A) **Minutes of September 19, 2019:** A motion was made by Mr. Foran, seconded by Mr. Libby, to approve the meeting minutes of September 19, 2019 with no changes. Voted 7-0 in favor.

Public Remarks: None

Architect Update: The Eversource easement was filed. The water tank has been filled with water and is being covered up in the ground. Furniture and furnishings details are being figured out. There have been many site walks by the Town Manager, Mr. Motto, and others.

Construction Manager Update: The paving is nearly ready; it should begin early next week. It was delayed due to the weather. The water tank has been backfilled and hooked up. There are 8 more windows to be installed. The caulking of the windows, masonry, and the siding will be done next week. The second-floor dry walling and the ceramic tiles will be installed in the next two weeks. The first-floor fire proofing inspection results have come back. There is temporary glass set up in some windows until the real glass has been delivered. There are 6 weeks to finish the paving since the plants close on November 15th. The hydro-seeding and planting will be done after the paving has been complete. After the topcoat is applied only pick up trucks and cars will be driving on it.

OPM Update:

- A) **Quarterly Report:** The members reviewed the report in their packets. The contract date is March 28, 2020. But there is a tentative completion date of March 9, 2019.
- B) **Discussion of Furniture, Fixtures, & Equipment (FF&E):** The packets for both vendors have been distributed to the members to review. Both vendor's items and furniture options will be compared. All the prices for the items and the different item's information will be collated into a spreadsheet for ease of comparing for the members to review and for final decisions.

Change Orders: A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to move item 6b to after item 7. Voted 8-0 in favor.

- A) A motion was made by Mr. Libby, seconded by Mr. Foran, to approve of Newfield Prime Contract Potential Change Order #057 for a shunt trip breaker revision for elevator dated 8/8/19 in the amount of \$3,197.48. Voted 8-0 in favor.
- B) A motion was made by Mr. Libby, seconded by Mr. Moore, to approve of Newfield Prime Contract Potential Change Order #062 for a credit in the amount of \$1,344.48 dated 7/8/19. Voted 8-0 in favor.
- C) A motion was made by Mr. Moore, seconded by Mr. Pfaffenbach, to approve of Newfield Prime Contract Potential Change Order #074 for a credit in the amount of \$6,807.90 dated 10/1/19. Voted 8-0 in favor.
- D) A motion was made by Mr. Foran, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #080 at no cost dated 8/15/19. Voted 8-0 in favor.
- E) A motion was made by Mr. Pfaffenbach, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #081 for wood paneling in the council room dated 9/17/19 in the amount of \$12,150.00. Voted 8-0 in favor.
- F) A motion was made by Mr. Pfaffenbach, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #082 for emergency lights in the vault dated 9/18/19 in the amount of \$710.78. Voted 7-0-1 with Mr. Libby abstaining.
- G) A motion was made by Mr. Pfaffenbach, seconded Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #084 to add a snow melt loop at the Sallyport stair landing dated 9/30/19 in the amount of \$1,328.16. Voted 8-0 in favor.

Approval of Invoices

- A) A motion was made by Mr. Foran, seconded by Mr. Libby, to approve the Newfield Construction Payment Application #12 dated 9/27/19 in the amount of \$1,185,958.87. Voted 8-0 in favor.
- B) A motion was made by Mr. Foran, seconded by Mr. Gaudet, to approve Boundaries Invoice #9926 dated 6/2/19 in the amount of \$1,622.50. Voted 8-0 in favor.
- C) There was no invoice from C&E Enterprises to approve.

Update from Public Relations Sub-Committee: There will be a new article about the progress of the project in the next Events issue.

Public Remarks: None

Adjournment: A motion was made by Mr. Foran, seconded by Mr. Gaudet, to adjourn the meeting at 7:50 PM. Voted 8-0 in favor.

Respectfully Submitted,

Katrina Aligata
Recording Clerk