

**TOWN OF EAST HAMPTON  
TOWN FACILITY BUILDING COMMITTEE  
REGULAR MEETING  
THURSDAY, OCTOBER 17, 2019  
6:30 PM  
TOWN HALL MEETING ROOM**

**MINUTES**

**Present:** Chairman Glenn Gollenberg, Vice Chairman Jeff Foran, Ron Gaudet, Rebecca Tinelle, Ray Moore, George Pfaffenbach; Project Managers Lisa Motto and Steve Motto and David Cox (Town Manager).

**Not Present:** Fred Galvin, Christopher Strange, and Cliff Libby

**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 October 3, 2019:** A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve the meeting minutes of October 3, 2019 with no changes. Voted 6-0 in favor.

**Public Remarks:** None

**Architect Update:** There have been numerous site visits and field reports concerning the progress of the project. The sidewalks are finished, and the paving will begin soon. All windows have been installed and the vestibule glass has been placed. The generator has been installed; it will power the whole building. It is fixed on a concrete pad and its height reaches the bottom of the second-floor windows. The water tank has been connected and backfilled.

**Construction Manager Update:** There was a meeting with the head of IT to perform a walk through of the site to plan where the fiber will be laid. The hard cable will be installed in January and a hard cut to fully test the fiber and set up the equipment will occur in April. There needs to coordination between the departments and the moving company when the time comes. There was no runoff from the site after the storm and rain in the previous days. There was no erosion of the topsoil from the hill.

**OPM Update:** The remaining change orders are being reviewed. There will be a credit of \$23,000 from Eversource and \$35,000 from Connecticut Energy going back into the budget for the project.

**Discussion of Furniture, Fixtures, & Equipment (FF&E):** Lauren From Amenta Emma presented to the commission. She has been working with Strategic Spaces for this project. There will be a blue and grey color scheme throughout the building. Each furniture choice, with

samples, was shown to the members to create a picture of how the offices and spaces will look. The order is nearly complete; there are a few smaller items that are to be decided to be added. The budget of the FF&E is about \$323,000. The final cost will be ready for next week. The members decided to hold a meeting next Thursday the 24<sup>th</sup> at 6:30 PM at the High School T-Bell room.

**Change Orders:** None

**Approval of Invoices:**

- a) A motion was made by Ms. Tinelle, seconded by Mr. Gaudet, to approve the Amenta Emma Invoice #27-17041 dated 9/30/19 in the amount of \$15,233.63. Voted 6-0 in favor.
- b) A motion was made by Ms. Tinelle, seconded by Mr. Gaudet, to approve the Boundaries Invoice #10089 dated 10/7/19 in the amount of \$467.50. Voted 6-0 in favor.

**Update from Public Relations Sub-Committee:** None

**Public Comment:** None

**Adjournment:** A motion was made by Mr. Foran, seconded by Ms. Tinelle, to adjourn the meeting at 7:54 PM. Voted 6-0 in favor.

Respectfully Submitted,

Katrina Aligata

Recording Clerk