

**TOWN OF EAST HAMPTON
TOWN FACILITY BUILDING COMMITTEE
REGULAR MEETING
THURSDAY, NOVEMBER 21, 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, Fred Galvin, and Christopher Strange; Project Manager Lisa Motto and David Cox (Town Manager).

Not Present: Cliff Libby

Call to Order: The meeting was called to order at 6:31 p.m. by Chairman Gollenberg in the Town Hall Meeting Room.

Approvals:

- A) **Minutes of November 7, 2019:** A motion was made by Mr. Foran, seconded by Mr. Gaudet, to approve the meeting minutes of November 7, 2019 with no changes. Voted 8-0 in favor.

Public Remarks: None

Architect Update: There have been weekly site visits by the architect. There have been few submittals coming through. The details of the building are being reviewed. There were meetings with IT and with the Police Department detention builders. The fiber lay-ins for each department needs to be discussed.

Construction Manager Update: There have been weekly meetings with the owners and the architect about the building. There are a few change orders still being investigated and reviewed. A mix up in the file room was brought to attention. In the detail plans for the file room; it lists with walls as cement board. But the walls were finished and painted before the discrepancy was noticed. But Boundaries owes a tile wall for the file room. The garage doors from the sally port needs to be installed. The dimensions and how many doors need to be reviewed.

OPM Update: The project is ahead of schedule. Winter seed needs to be applied to the slope of the hills around the building. The final pavement will be on Tuesday. There will be 9 poles installed on the main road. The siding of the building is on-going, but the siders hired for the job aren't certified. They will get training to become certified and finish the job for the project. The flashing around the parapets is nearly done. 80% of the walls have been painted. The exterior doors are installed. The site railings will be put in next two weeks. Lobby and Conference ceilings are finished. The elevator is being installed. The data wiring is still on-going. The ceiling in the sally port has not been finished. If there were to be a false ceiling installed the fixtures would have to be moved down to be refitted. It was suggested to paint the ceiling a dark grey.

The fuel bill for generator was delivered to the town hall. The sally port walls are cracking but it's not a structural problem. Coastal Materials is close to meeting their contracted money amount for the project. For good faith Coastal Materials will be stopped at \$2,500. A *motion was made by Mr. Foran, seconded by Ms. Tinelle, to pay Coastal Materials \$2,500. Voted 8-0 in favor.*

Change Orders:

- a) **Newfield Prime Contract Potential Change Order #088:** *A motion was made by Ms. Tinelle, seconded by Mr. Gaudet, to approve Newfield Prime Contract Potential Change Order #088 dated 10/9/19 in the amount of \$1,617.98 for cost to seal site conduits. Voted 8-0 in favor.*

Approval of Invoices:

- a) **Boundaries Invoice #10154:** *A motion was made by Ms. Tinelle, seconded by Mr. Galvin, to approve of Boundaries invoice #10154 dated 11/11/19 in the amount of \$840.00. Voted 8-0 in favor.*

Update from Public Relations Sub-Committee: The furniture order was placed and is being coordinated and organized once the move is under way. The town is preparing bids for the movers and is meeting with four moving companies next week to work out the dynamics of moving on this scale. There is an article in the next Events Magazine with the progress of the project. The next article will have aerial pictures of the progress of the building.

Public Remarks: None

Adjournment: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to adjourn the meeting at 7:15 PM. Voted 8-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk