

**TOWN OF EAST HAMPTON
TOWN FACILITY BUILDING COMMITTEE
SPECIAL MEETING
THURSDAY, JANUARY 23, 2020
6:30 PM
TOWN HALL MEETING ROOM**

MINUTES

Present: Chairman Glenn Gollenberg, Vice Chairman Jeff Foran, Rebecca Tinelle, Fred Galvin, Cliff Libby, Ron Gaudet, George Pfaffenbach and Ray Moore; with Town Manager David Cox and Project Manager Lisa Motto and Steve Motto.

Not Present: Christopher Strange.

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 January 9, 2020:** A motion was made by Mr. Foran, seconded by Mr. Galvin, to approve the meeting minutes of January 9, 2020 with no changes. Voted 8-0 in favor.
- B) Minutes of December 10, 2019:** A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to approve of the meeting minutes of December 10, 2019 with the changes of regular meeting to special meeting and Thursday to Tuesday. Voted 8-0 in favor.

Public Remarks: None

Architect Update: The fine details of the building are being flushed out and finished. The last details of the Sally Port are being figured out and changed. The heater unit on the ceiling of the Sally Port hangs too low to accommodate parking an ambulance inside. A solution was put forth to move the unit back and out of the way.

Construction Manager Update: The paneling for the council chambers had a few damages from the vendor. The construction manager is trying to order more paneling, but the color is no longer available. The stairs are a structural concern; they don't meet any zoning codes. It was suggested that the stairs should be repaired or rebuilt.

OPM Update: The siding on both vestibules are finished. The sheet metal flashing has been finished. The baseboard is being installed on the 2nd floor next week. The mill work on 2nd and part of 1st floor will be underway early next week. Painting will be finished by next week. Last of the floor tiling will be installed next week as well. The tile, the glass, and the bullet-proof glass will be installed in the Police Department lobby by next week. The fiber is being coordinated with Crown Castle and Frontier is coordinating with the two elevators. The construction dust was cleaned up from the computer rooms on the 2nd and 1st floors. The parking spots signage and stop bars need to be added in the parking lots. A damaged locker in the men's room will be repaired once the part arrives. The quarterly report for the project will be submitted to the Town Council by February 11th.

Change Orders:

A. Newfield Prime Contract Potential Change Order #73: *A motion was made by Mr. Foran, seconded by Mr. Libby, to approve of Newfield Prime Contract Potential Change Order #73 dated 7/13/19 in the amount of \$5,180.96. Voted 8-0 in favor.*

B. Newfield Prime Contract Potential Change Order #91R: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Potential Change Order #91R dated 12/11/19 in the amount of \$14,910.01. Voted 8-0 in favor.*

C. Newfield Prime Contract Potential Change Order #98R: *A motion was made by Mr. Pfaffenbach, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #98R dated 12/11/19 in the amount of \$1,354.73. Voted 8-0 in favor.*

D. Newfield Prime Contract Potential Change Order #101: *A motion was made by Mr. Pfaffenbach, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #101 dated 12/3/19 in the amount of \$1,112.74. Voted 8-0 in favor.*

E. Newfield Prime Contract Potential Change Order #102: *A motion was made by Mr. Libby, seconded by Mr. Galvin, to approve of Newfield Prime Contract Potential Change Order #102 dated 12/3/19 in the amount of \$457.39. Voted 8-0 in favor.*

F. Newfield Prime Contract Potential Change Order #103: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Potential Change Order #103 dated 12/5/19 in the amount of \$823.16. Voted 8-0 in favor.*

G. Newfield Prime Contract Potential Change Order #108: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Potential Change Order #108 dated 12/23/19 in the amount of \$369.56. Voted 8-0 in favor.*

H. Newfield Prime Contract Potential Change Order #111: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to table the Newfield Prime Contract Potential Change Order #111 dated 12/23/19 in the amount of \$467.78. Voted 8-0 in favor.*

I. Newfield Prime Contract Potential Change Order #112: *A motion was made by Mr. Foran, seconded by Mr. Libby, to approve of Newfield Prime Contract Potential Change Order #112 dated 12/30/19 in the amount of \$4,165.43. Voted 8-0 in favor.*

J. Newfield Prime Contract Potential Change Order #113: *A motion was made by Mr. Pfaffenbach, seconded by Mr. Libby, to approve of Newfield Prime Contract Potential Change Order #113 dated 12/30/19 in the amount of \$2,010.83. Voted 7-1 Mr. Foran against.*

K. Newfield Prime Contract Potential Change Order #114: *A motion was made by Mr. Pfaffenbach, seconded by Mr. Gaudet, to approve of Newfield Prime Contract Potential Change Order #114 dated 1/2/20 in the amount of \$1,893.39. Voted 8-0 in favor.*

L. Newfield Prime Contract Potential Change Order #115: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Potential Change Order #115 dated 1/8/20 in the credit amount of \$1,021,361. Voted 8-0 in favor.*

Approval of Moving Company Proposal: *A walk through was performed with the potential moving companies. Manchester Moving has flexible hours that could work with the town's needs. A motion was made by Mr. Foran, seconded by Ms. Tinelle, to accept the proposal for Manchester Moving for \$21,800 dated 12/13/19. Voted 8-0 in favor.*

Approval of Invoices:

A. Amenta Emma Invoice Number Correction from Prior Meeting:

29-17041 to 31-17041: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to change Amenta Emma invoice number 29-17041 to 31-17041. Voted 8-0 in favor.*

B. Amenta Emma Invoice 29-17041: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to table invoice 29-17041 dated 10/31/19 in the amount of \$26,100.00. Voted 8-0 in favor.*

C. Amenta Emma Invoice 30-17041: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to table invoice 30-17041 dated 11/30/19 in the amount of \$2,675.00. Voted 8-0 in favor.*

D. Amenta Emma Invoice 32-17041: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to approve of Amenta Emma Invoice 32-17041 dated 12/31/19 in the amount of \$15,279.32. Voted 8-0.*

E. Amenta Emma Invoice 33-17041: *A motion was made by Mr. Foran, seconded by Mr. Galvin, to table Amenta Emma Invoice 33-17041 dated 12/31/19 in the amount of \$250.00. Voted 8-0 in favor.*

Update from Public Relations Sub-Committee: None

Public Remarks: None

Adjournment: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to adjourn the meeting at 7:47PM. Voted 8-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk