

**TOWN OF EAST HAMPTON  
TOWN FACILITY BUILDING COMMITTEE  
REGULAR MEETING  
THURSDAY, APRIL 30, 2020  
6:30 PM  
VIRTUAL MEETING VIA ZOOM**

**MINUTES**

**Present:** Chairman Glenn Gollenberg, Vice Chairman Jeff Foran, Ron Gaudet, Cliff Libby, Ray Moore, Christopher Strange and Rebecca Tinelle, Town Manager David Cox and 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 via Zoom.

**Public Remarks**

None

**Architect Update**

Michelle will be at the site on Friday to review the AV installation in the conference rooms. The punchlist will be complete by Wednesday. Cleaners will be coming in. The Fire Marshal failed the interior door closures. More information will be obtained on that. The outside punch list is being worked on. Some furniture needs to be adjusted.

**Construction Manager Update/OPM Update**

They are finishing interior paint touchups and final cleaning. Some tile in the kitchen and EOC are being replaced due to scratches. The fire inspection was this afternoon. The key cylinders will be changed out Monday. There will be a final moving meeting. The fiber is being prepped for the hot cut on the 11<sup>th</sup>. The furniture should be done by Wednesday. Mr. Cox will follow up on the CO. After the offices are moved in Newfield will have a superintendent on site for a while to assist staff and until the punch lists are complete. The detention control panel is being finalized. It was noted that the wording for the dedication plaque should be run through the committee.

**Change Orders**

**Newfield Prime Contract Potential Change Order #141**

A motion was made by Ms. Tinelle, seconded by Mr. Libby, to approve Newfield Prime Contract Potential Change Order #141 dated 4/15/2020 in the amount of \$842.78. Voted 8-0 in favor.

**Newfield Prime Contract Potential Change Order #142**

A motion was made by Ms. Tinelle, seconded by Mr. Libby, to approve Newfield Prime Contract Potential Change Order #142 dated 4/15/2020 in the amount of \$893.08. Voted 8-0 in favor.

**Newfield Prime Contract Potential Change Order #143**

A motion was made by Ms. Tinelle, seconded by Mr. Libby, to approve Newfield Prime Contract Potential Change Order #143 dated 4/22/2020 in the amount of \$5,117.99. Voted 8-0 in favor.

**Adjournment**

A motion was made by Ms. Tinelle, seconded by Mr. Libby, to adjourn the meeting at 7:00 PM. Voted 8-0 in favor.

Respectfully Submitted,

Cathy Sirois  
Recording Clerk