

**TOWN OF EAST HAMPTON
TOWN FACILITY BUILDING COMMITTEE
REGULAR MEETING
THURSDAY, MAY 21, 2020
6:30 PM
VIRTUAL MEETING VIA ZOOM**

MINUTES

Present: Chairman Glenn Gollenberg, Vice Chairman Jeff Foran, Rebecca Tinelle, Cliff Libby, George Pfaffenbach; Project Manager Lisa Motto.

Not Present: Fred Galvin, Ron Gaudet, Ray Moore, and Christopher Strange.

Call to Order: The meeting was called to order at 6:30 p.m. by Chairman Gollenberg on Zoom.

Approvals:

Minutes of Regular Meeting of April 16, 2020: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of the April 16 regular meeting minutes with no changes. Voted 5-0 in favor.*

Minutes of Special Meeting of April 30, 2020: *A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to approve of the April 30 special meeting minutes with no changes. Voted 5-0 in favor.*

Public Remarks: None

Architect Update/ Construction Manager Update/ OPM Update: The building is being checked each week for any last-minute items that needed fixing and/ or finishing. There have been some locking mechanism issues with the automatic doors that are being worked through with the door company. There is a price quote coming in for paving the impound lot for the police department. The vault had additional high-density carriages put inside, more than was originally thought would be inside. The fire suppression units on the wall of the vault were installed so two shelving units were relocated from that wall and installed elsewhere. The flooring in the high-density vault did not need to be painted. The clock for the tower was delivered the day before in a crate. There was no installation price built into the price of the clock. Mr. Motto and Mr. Yager installed the clock on the tower themselves. There has been one door in the back of the building that is unlocked for staff access. Ms. Motto emailed the finance department for an updated budget report, once she receives that she will send it in an email to the members.

Change Orders

A. Newfield Prime Contract Potential Change Order #122: *A motion was made by Mr. Pfaffenbach, seconded by Ms. Tinelle, to approve of Newfield Prime Contract Potential Change Order #122 dated 5/5/2020 in the amount of \$6,881.61. Voted 5-0 in favor.*

B. Newfield Prime Contract Potential Change Order #152: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to decline the Newfield Prime Contract Potential Change Order #152 dated 5/19/2020 in the amount of \$4,916.70. Voted 5-0 in favor.*

Approval of Invoices

A. Newfield Construction Payment Application #19: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Newfield Construction Payment Application #19 dated 4/30/2020 in the amount of \$129,767.21. Voted 5-0 in favor.*

B. Amenta Emma Invoice 34-17041: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Amenta Emma Invoice 34-17041 dated 1/27/2020 in the amount of \$15,386.80. Voted 5-0 in favor.*

Amenta Emma Invoice 36-17041: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Amenta Emma Invoice 36-17041 dated 2/29/2020 in the amount of \$15,185.86. Voted 5-0 in favor.*

Amenta Emma Invoice 37-17041: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to table Amenta Emma Invoice 37-17041 dated 4/30/2020 in the amount of \$18,438.00. Voted 5-0 in favor.*

C. Hebert Installations Invoice: *A motion was made by Mr. Foran, seconded by Mr. Pfaffenbach, to approve of Hebert Installations Invoice dated 5/6/2020 in the amount of \$175.00. Voted 5-0 in favor.*

D. B&S Sheetmetal Invoice #2773: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of B&S Sheetmetal Invoice #2773 dated 5/4/2020 in the amount of \$646.50. Voted 5-0 in favor.*

E. Electric Time Company Invoice 26028: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve of Electric Time Company Invoice 26028 dated 2/26/2020 in the amount of \$18,897.00. Voted 5-0 in favor.*

Update from Public Relations Sub-Committee: The last article for the Events Magazine was sent in and should be included in the next issue. There was a suggestion of having some photos of the building hung up around the town hall. The plaques are being finished. A suggestion was made to take the existing Town Hall sign in front of the old building and relocate it to the new building.

Public Remarks: None

Adjournment: *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to adjourn the meeting at 7:21 PM. Voted 5-0 in favor.*

Respectfully Submitted,

Katrina Aligata
Recording Clerk