

**TOWN OF EAST HAMPTON  
TOWN FACILITY BUILDING COMMITTEE  
REGULAR MEETING  
THURSDAY, NOVEMBER 19, 2020  
6:30 PM  
VIRTUAL MEETING VIA ZOOM**

**MINUTES**

**Present:** Chairman Glenn Gollenberg (arrived at 6:32pm), Vice Chairman Jeff Foran, Ron Gaudet, Rebecca Tinelle, Cliff Libby, George Pfaffenbach, Ray Moore, and Project Managers Lisa Motto and Steve Motto.

**Not Present:** Christopher Strange and Fred Galvin.

**Call to Order:** The meeting was called to order at 6:30 p.m. by Vice Chairman Foran via Zoom.

**Approvals:**

**a) Minutes of Regular Meeting of November 5, 2020**

The amount listed in the PD radio motion should be “not to exceed \$28,000”.

*A motion was made by Mr. Foran, seconded by Ms. Tinelle, to approve the Regular Meeting minutes of November 5, 2020 as amended. Voted 7-0 in favor.*

**Public Remarks:** None

**Architect Update/ Construction Manager Update/ OPM Update:**

Lisa Motto reported that the AV still needs to be done. There are some electrical connections that need to be done before the AV can be completed. Steve Motto is going to have his plumber look at the water meter for the toilets. If multiple toilets flush at the same time it drops the pressure and they continue to flush. Open items include a railing, cabinet locks and weatherstripping on sallyport doors. A question was raised about the proposed shed/garage. The committee has no issue with chairs and tables stacked along the sides of the meeting room and snow removal equipment can be brought to the site.

Lisa Motto will meet with Jeff Jylkka and Glenn Gollenberg to review the accounting to confirm balances.

**Change Orders**

**a) Newfield Prime Contract Potential Change Order #121**

*A motion was made by Mr. Gaudet, seconded by Mr. Moore, to approve Newfield Prime Contract Potential Change Order #121 dated 9/10/2020 in the amount of \$2,037.15. Voted 7-0 in favor.*

**b) Newfield Prime Contract Potential Change Order #151**

*A motion was made by Mr. Pfaffenbach, seconded by Ms. Tinelle, to not accept Newfield Prime Contract Potential Change Order #151 dated 5/19/2020 in the amount of \$1,996.65 due to an unreasonable charge. Voted 7-0 in favor.*

**c) Newfield Prime Contract Potential Change Order #159**

*A motion was made by Mr. Gaudet, seconded by Mr. Moore, to approve Newfield Prime Contract Potential Change Order #159 dated 9/8/2020 in the amount of \$4,843.80. Voted 7-0 in favor.*

**Approval of Invoices**

**a) Newfield Payment Application #23**

The members discussed Newfield Payment Application #23 and decided to hold back the following amounts from the original total of \$176,286.32: \$15,000 from Richards retainage, \$2,147.52 for Change Order #44 and \$50,000 from paving retainage.

*A motion was made by Mr. Moore, seconded by Ms. Tinelle, to approve Newfield Payment Application #23 in the amount of \$109,138.80. Voted 7-0 in favor.*

**Public Remarks:** None

**Adjournment:** *A motion was made by Mr. Foran, seconded by Ms. Tinelle, to adjourn the meeting at 7:28pm. Voted 7-0 in favor.*

Respectfully Submitted,

Cathy Sirois  
Recording Clerk