

TOWN & SCHOOL BUILDING COMMITTEE MINUTES
SPECIAL VIRTUAL MEETING
August 27, 2020 – 6:30 pm

1. **CALL TO ORDER** -- A virtual meeting of the East Granby Town & School Building Committee was held via Zoom. Chairman Jim Hayden called the meeting to order at 6:33 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Rick Granger, John Ziobro, and Mike Malloy. Jim Velleman was absent.

Also present were Roger LaFleur, Project Manager, and Ray Carlson, Facilities Supervisor.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – none
4. **MINUTES** – B Ravens-Seger made a motion to accept the July 30, 2020 minutes as presented. Seconded by J Ziobro. T Butler and R Granger abstained. **Motion Approved.**

5. **OLD BUSINESS**

- a. **Project Manager Report** – R LaFleur stated that Melissa Bavaro-Grande, Superintendent of Schools, provided the last documents he needed to complete the paperwork for the school roof projects. Once completed, he will present the paperwork for final approval by the Board of Education at a meeting later in September; and then submit the approved paperwork to the State in October to begin the process of closing out the project. At that time, the Town will receive the final project reimbursement from the State.
- b. **Project Update – Roofs** – R LaFleur stated that he is still waiting for Eagle Rivet to confirm that all the punch list items for the Public Safety Building have been completed. Although he and R Carlson are of the opinion that they have, he will not recommend the final payment to Eagle Rivet until he has direct correspondence from them that the work is done.
- c. **Project Update – Roads** – J Hayden stated that Wyncairne and Wyncourte paving is completed. During September, paving will begin on Glen Hollow, Eastfield Farms Drive, and Wintergreen Lane.

He anticipates providing the Committee with a full financial report, including a road completion update, at the next meeting.

d. **Project Update Allgrove Air Conditioning/Electrical Upgrade** – R LaFleur and R Carlson stated that while project preparation work is ongoing, none of that work is specifically electric work. The equipment has been ordered; but will take several weeks to arrive and then the electric work can begin. The Committee agreed that the biggest hurdle to proceeding with the work on time as planned will be Eversource. J Hayden said that the committee will begin working on permanent AC options at their next meeting

e. **Project Timeline Review** – see above

6. NEW BUSINESS

a. **Next Meeting Date** – September 17, 2020 at 6:30 pm.

b. **Approve Bills** – There was a list of bills reviewed for approval:

BVH – Allgrove HVAC Design	\$ 4,029.90
Denno – Allgrove Electrical Upgrade/AC Site plans for utilities	\$ 1,020.00
Galasso – Wyncairne, Wyncourte paving	\$104,557.18
Hartford Courant – Legal Notice RFQ for Scour Counter Measure Design	\$ 93.40
Barbara Marsele – Committee Clerk	\$ 75.00
US Bank – agent fees Delivery of BANS to Town account	\$ 750.00

B Ravens-Seger made a motion to approve all the bills as listed. Seconded by R Granger. **Motion Approved Unanimously.**

7. **PUBLIC COMMENT** -- none

8. **ADJOURN** – J Ziobro made a motion to adjourn the meeting at 7:01 pm. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk