

TOWN & SCHOOL BUILDING COMMITTEE

SPECIAL MEETING MINUTES

May 23, 2019 – 7:30 pm

Town Hall Meeting Room

1. **CALL TO ORDER** -- A Special Meeting of the East Granby Town & School Building Committee was held at the Town Hall Meeting Room. Chairman Jim Hayden called the meeting to order at 7:32 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Rick Granger, and John Ziobro. Absent were Jim Velleman and Mark Porter.

Also present were Roger LaFleur, Project Manager, and Eric LaChapelle from the MAIER Design Group.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – J Hayden provided copies of an addendum to be posted which modifies the Middle/High School roof replacement contract stating that the bid due date has been extended to May 31, 2019 at 1:00 pm.
4. **MINUTES** – J Hayden amended the May 8, 2019 minutes by indicating that the Site One bill for \$704.46 was voided and replaced in bills to be presented for approval at the current meeting. J Ziobro made a motion to accept the May 8, 2019 minutes as amended. Seconded by B Ravens-Seger. T Butler abstained and the remainder all voted in favor. **Motion passed.**

B Ravens-Seger made a motion to accept the May 15, 2019 minutes as presented. Seconded by J Ziobro. **Motion Approved Unanimously.**

5. OLD BUSINESS

- a. **Consider and Act Upon Town Roof Replacement Specifications** – E LaChapelle presented revisions made to the specs and plans reflecting Committee discussions and requests made at the last meeting.

J Hayden stated that he contacted Newgate Builders with a request to assess the feasibility of repairing the Town Hall cupola, as opposed to replacing it. The assessment indicated that repairs could be affordably done. E LaChapelle and R LaFleur stated that the bid package could be written to split out the cupola work for a separate contractor to repair.

B Ravens-Seger made a motion to accept the specs and plans for the roof replacements on the Town buildings. Seconded by J Ziobro. **Motion passed unanimously.**

- b. Project Manager Report** – R LaFleur stated that the public invitation to bid on the roof replacements for the Town buildings will be in the paper as soon as possible. It will be worded such that bids can be submitted for individual buildings or all of the buildings.

He stated that the mandatory pre-bid walk-through for the two school roof projects took place as scheduled on May 22, 2019. As referenced under Correspondence, the bidding will close May 31, 2019 at 1:00 pm, at which time the bids will be publicly opened. They will be reviewed at the next meeting.

- c. Project Update – Roads, Air Conditioning** – J Hayden reviewed the progress of the paving project. The Town campus is complete. Seymour Road is complete. Spoonville Road paving will be completed May 24, 2019 with curbs and aprons to be completed next week.

There was no air conditioning update.

- d. Allgrove Electrical Engineering Update** – No update

- e. Project Timeline Review** – R LaFleur stated that he thinks the bulk of the work on the two school roofs can still be accomplished by the start of the school year; the finishing work will continue after that.

6. NEW BUSINESS

- a. Next Meeting Date** – June 6, 2019 at 7:30 pm.

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

Arrow Concrete Products – catch basins/related product (\$60.00; \$258.00; \$78.00; \$280.00; \$313.00; \$313.00)	\$ 1,302.00
DMR Materials – stone (\$120.15; \$152.10)	\$ 272.25
Galasso – processed stone/driveway mix/library/ various buildings paving (\$79.24; \$329.93; \$26,271.21)	\$ 26,680.38
Galasso – Seymour Road; Town Dump; Town Hall; Public Safety	\$165,546.16
Galasso – Town Dump; Town Hall; Public Safety Ambulance	\$130,655.14

Galasso – Class II (\$164.57; \$241.68; \$94.61; \$582.74; \$279.05; \$234.53; \$123.23)	\$ 1,720.41
United Concrete – catch basins	\$ 2,000.00
Hartford Courant – public invitation to bid on school roof projects	\$ 214.56
Barbara Marsele – committee clerk 5/23/2019	\$ 75.00
MAIER Design Group – MS/HS roof replacement design	\$ 3,844.15
MAIER Design Group – Municipal Buildings roof design	\$ 2,679.53
Site One – grass seed, wheel barrow	\$ 741.82
Signs Plus – (15) caution uneven pavement signs	\$ 225.00

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

7. PUBLIC COMMENT -- none

8. ADJOURN – B Ravens-Seger made a motion to adjourn the meeting at 9:06 pm. Seconded by T Butler. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk