

# TOWN & SCHOOL BUILDING COMMITTEE MINUTES

## SPECIAL MEETING

March 5, 2020 – 6:30 pm

Town Hall Meeting Room

1. **CALL TO ORDER** -- A 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 6:30 pm. In attendance were Jim Hayden, Tim Butler, Jim Velleman, Rick Granger, and Mike Malloy. Absent were Bob Ravens-Seger and John Ziobro.

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

2. **PUBLIC COMMENT** -- none

3. **CORRESPONDENCE** – none

4. **MINUTES** – M Malloy made a motion to accept the February 13, 2020 minutes as presented. Seconded by R Granger. J Velleman and T Butler abstained and the remainder all voted in favor. **Motion Approved.**

5. **OLD BUSINESS**

- a. **Project Manager Report** – R La Fleur deferred to R Carlson concerning the electrical connection to be made by the Town for the thermostatically controlled ventilation at the South End Fire Station. R Carlson stated that this has been completed.
- b. **Project Update – Roofs** -- R LaFleur stated that the punch list for the Middle High School roof has only two remaining items to be addressed. After that and the payment of invoices, the close-out will commence. He estimated this will occur in the next two weeks.  
The zinc strips are still pending at the Community Center.  
The painting at the Public Safety Building is still awaiting consistent temperatures above 50 degrees.
- c. **Project Update – Roads** – J Hayden stated that Public Works Director Ed Hubbard is currently working with Galasso for quotes concerning the scope of the road work to be resuming soon.

- d. **Allgrove Air Conditioning/Electrical Engineering Update** – R Carlson reviewed his investigation concerning this project which included a thorough inspection of the building with two representatives of Eversource, and information from reports submitted last year by Lorri DiBattisto, an engineer from DiBattisto Associates LLC. He recommended that an HVAC specialist be given his findings and then attend the next meeting to advise the Committee about how best to proceed. He stated the need for the submission of project permits, certified drawings, and Eversource requirements from the Town by May 1, 2020 so that Eversource can begin its work, and the project can be completed this summer.

J Velleman made a motion to accept R LaFleur’s proposal to provide project management services to assist the Town with the Allgrove air conditioning project at a rate of \$90.00 per hour not to exceed \$5,000. R LaFleur will work with Ray Carlson from the Building Department and Ed Hubbard from Public Works. Seconded by T Butler. **Motion Approved Unanimously.**

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

## 6. NEW BUSINESS

- a. **Next Meeting Date** – March 19, 2020 at 6:30 pm.
- b. **Approve Bills** – There was a list of bills reviewed for approval:

ATV Construction progress payments \$5,252.20, \$3,359.80	\$ 8,612.00
Arrow Concrete Catch basins \$2,448.00, \$3,392.00, \$3,392.00	\$ 9,232.00
Dixworks BAN Required secondary Disclosure Filing	\$ 1,725.00
Hiltbrand Engineering for road project 3/27/19 – 10/16/19	\$ 15,925.00
Imperial Middle/High School progress payment	\$133,410.96
Barbara Marsele – Committee Clerk	\$ 75.00

R Granger made a motion to approve all the bills as listed. Seconded by T Butler. **Motion Approved Unanimously.**

**7. PUBLIC COMMENT** -- none

**8. ADJOURN** – M Malloy made a motion to adjourn the meeting at 7:11 pm.  
Seconded by R Granger. **Motion Approved Unanimously.**

Respectfully submitted,  
Barbara A. Marsele  
Committee Clerk