

TOWN & SCHOOL BUILDING COMMITTEE MINUTES
SPECIAL VIRTUAL MEETING
April 2, 2020 – 6:30 pm

1. **CALL TO ORDER** -- A virtual meeting of the East Granby Town & School Building Committee was held via Zoom and telephone call-in. Chairman Jim Hayden called the meeting to order at 6:34 pm. In attendance were Jim Hayden, Tim Butler, Jim Velleman, Rick Granger, John Ziobro, and Mike Malloy. Bob Ravens-Seger was absent.

Also present were Roger LaFleur, Project Manager, and Acting Superintendent Melissa Bavaro-Grande from the Board of Education.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – none
4. **MINUTES** – R Granger made a motion to accept the March 5, 2020 minutes as presented. Seconded by J Velleman. J Ziobro abstained. **Motion Approved.**

5. **OLD BUSINESS**

- a. **Project Manager Report** – R LaFleur stated that the Community Center roof project is now complete. The zinc strips are in place, and the metal trim in the alcove has been installed.

The last items to be addressed on the Middle/High School roof have been done; and that roof project is now complete.

The painting at the Public Safety Building is still awaiting a consistent temperature above 50 degrees.

- b. **Project Update – Roofs** – see above
- c. **Project Update – Roads** – J Hayden stated that the catch basin work had been started in the Metacomet neighborhood. However, that work has been suspended for the safety of the workers who cannot do it and still maintain a distance of six feet from each other.
- d. **Allgrove Air Conditioning/Electrical Engineering Update** – R LaFleur stated that he and Ray Carlson, Town Facilities Supervisor, created a potential Request For Proposal (RFP) for the project. In general, it stated that the Town would be seeking Electrical/Mechanical firms to develop plans and

specifications for a new 800 Amp main distribution panel to be installed next to the existing panel.

There was a lengthy discussion concerning the Committee decisions to be made in addition to selecting a bidder for the project, the most important of which would be the selection of which type of the two possible units would be installed. The Committee thought it could not make a unit choice without more information about air flow and lifecycle cost for each type of unit. It became imperative that the RFP include these analyses for each type of unit as part of a bid. R LaFleur will revise the RFP to including the requirement for a stated analysis of air flow and lifecycle cost as part of a bid for each type of unit.

R Granger made a motion to publish the Allgrove Elementary School Air Conditioning Project RFP contingent on revisions being reviewed by the Committee. If the review caused more revisions, then that revised RFP would need to be fully reviewed and approved by the Committee before publishing. Seconded by J Velleman. **Motion Approved Unanimously.**

e. **Project Timeline Review** – nothing new

6. NEW BUSINESS

a. **Next Meeting Date** – April 23, 2020 at 6:30 pm

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

United Concrete Products	\$18,720.00
3/11/2020 -- \$9,360 for 26 catch basins	
3/12/2020 -- \$9,360 for 26 catch basins	
Eagle Rivet – retainage since EGCC is complete	\$18,167.50
Barbara Marsele – Committee Clerk	\$ 75.00

J Velleman 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 7:54 pm. Seconded by R Granger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk

