

TOWN & SCHOOL BUILDING COMMITTEE MINUTES
SPECIAL VIRTUAL MEETING
April 30, 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 6:35 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Tim Butler, Jim Velleman, Rick Granger, John Ziobro, and Mike Malloy.

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

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – none
4. **MINUTES** – B Ravens-Seger made a motion to accept the April 23, 2020 minutes as presented. Seconded by J Velleman. **Motion Approved Unanimously.**

5. **OLD BUSINESS**

- a. **Project Manager Report** – see below
- b. **Project Update – Roofs** – R LaFleur stated there are two small leaks and one drain issue on the Middle/High School roof that are being repaired. The predicted weather for the coming week includes sustained temperatures above 50 degrees. R LaFleur will contact the contractor for the Public Safety Building roof project to get the remaining painting done.
- c. **Project Update – Roads** – nothing different from the last meeting.
- d. **Consider & Act Upon the Allgrove Air Conditioning/Electrical RFP**
R LaFleur stated that he and R Carlson conducted scope and project reviews with bidders BVH Integrated Services, DiBattisto Associates LLC, and Van Zelm Engineers. They also asked each bidder the same 19 yes/no questions and presented the Committee with their answers. The Committee discussed their answers, as well as reviewed their bids.

Bids are for doing a Conditions Report by May 14, 2020 to explore the existing air flow in the building and then determine what the effect of each Option, Ductless Splits or two Roof Top Units, would be to the air flow as well as the air cooling. After reviewing the Report, the Committee will decide which Option the bidder will install.

T Butler made a motion to accept the bid from BVH Integrated Services to do the Conditions Report and then install whichever Option the Committee selects. Seconded by R Granger. **Motion Passed Unanimously.**

The Committee requested that R LaFleur inform BVH Integrated Services that their bid has been selected, and that they need to send the Conditions Report by May 14, 2020. They are to attend the next meeting to respond to questions concerning the Report which the Committee may have before they decide which Option BVH will be installing.

e. Project Timeline Review – see above

6. NEW BUSINESS

a. Next Meeting Date – May 18, 2020 at 6:30 pm.

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

Arrow Concrete – catch basin top	\$ 313.00
Galasso – driveway mix \$160.59, \$361.73, \$99.38, \$1,089.85, \$73.94	\$1,785.59
Home Depot – mortar mix	\$ 338.80
Modern Material – street sweeping disposal	\$ 99.42
Barbara Marsele – Committee Clerk	\$ 75.00

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 – J Ziobro made a motion to adjourn the meeting at 7:04 pm. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk

