

TOWN & SCHOOL BUILDING COMMITTEE MINUTES
SPECIAL VIRTUAL MEETING
June 4, 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 Eddie Hubbard, Director of Public Works.

2. **PUBLIC COMMENT** -- none
3. **CORRESPONDENCE** – none
4. **MINUTES** – B Ravens-Seger made a motion to accept the May 21, 2020 minutes as presented. Seconded by J Velleman. R Granger and J Ziobro abstained.
Motion Approved.
5. **OLD BUSINESS**
 - a. **Project Manager Report** – see below
 - b. **Project Update – Roofs** – R LaFleur stated that there is a small list of minor cosmetic items to be done on the Public Safety Building. He has been in touch with Eagle Rivet, who agrees that these items are their responsibility to do. Once they are done, every roof project will be complete.

The Committee requested that, for the next meeting, he prepare the paperwork required for them to sign off on the school roof projects so the Board of Education can do its review and signoff.
 - c. **Project Update – Roads** – Work in the Adams Drive neighborhood has been continuing and paving is expected to begin next week.
 - d. **Allgrove Air Conditioning/Electrical Engineering Update** – R LaFleur stated that BVH misunderstood the request concerning the electric panel design when they indicated they could do it for not more than \$2,000, which the Committee authorized at the last meeting. They will need not more than \$4,000. He reminded the Committee that this money is already part of the bid approval and not an additional expense.

B Ravens-Seger made a motion to increase the money authorized at the May 21, 2020 meeting for the main electric distribution panel design drawings by \$2,000, for a total cost not to exceed \$4,000. T Butler seconded. **Motion Approved Unanimously.**

Discussion of the options for the project continued from the last meeting. R LaFleur presented a new cost grid which, though still far greater than the budget, was pared down from the last meeting's grid to reflect potential reduced administrative and other costs. E Hubbard offered possibilities for what could be done to make the existing heaters and ventilation function more efficiently. The Committee agreed to consider what was presented and what they discussed and resume at the next meeting.

- e. **Project Timeline Review** – R LaFleur stated he would talk to Alan Vanags from BVH about developing a schedule for the design; and he would also talk to E Hubbard and R Carlson to coordinate BVH and Eversource with their availability.

6. NEW BUSINESS

- a. **Next Meeting Date** – June 18, 2020 at 6:30 pm.
- b. **Approve Bills** – There was a list of bills reviewed for approval:

Arrow Concrete Products catch basin tops \$168, \$160, \$336, \$282, \$331	\$ 1,277.00
BVH	\$ 7,500.00
Galasso install curbing Metacomet neighborhood \$38,644.20 pave Metacomet neighborhood \$181,146.99	\$219,791.19
Barbara Marsele – Committee Clerk	\$ 75.00
PM Resources LLC project management services Allgrove School Project	\$ 2,933.60
Puriton – topsoil	\$ 3,600.00

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

7. **PUBLIC COMMENT** -- none

8. **ADJOURN** – B Ravens-Seger made a motion to adjourn the meeting at 7:39 pm.
Seconded by J Ziobro. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk