

TOWN & SCHOOL BUILDING COMMITTEE MINUTES
SPECIAL VIRTUAL MEETING
July 16, 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 6:36 pm. In attendance were Jim Hayden, Bob Ravens-Seger, Rick Granger, John Ziobro, and Mike Malloy. Tim Butler and Jim Velleman were absent.

Also present were Roger LaFleur, Project Manager, 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 June 25, 2020 minutes as presented. Seconded by R Granger. J Ziobro abstained. **Motion Approved.**
5. **OLD BUSINESS**

- a. **Project Manager Report** – R LaFleur stated that he is working on the closing documents for the two school roof projects.
- b. **Project Update – Roofs** – R LaFleur stated that there are still a few last minor things that Eagle Rivet has not done at the Public Safety Complex. He intends to press harder for them to complete this work.
- c. **Project Update – Roads** – J Hayden stated that work is completed on Jefferson Drive and Washington Ridge Road. Work is commencing on Wyncairne, Wyncourte, and Connecticut South Drive.

He stated that there is a Request For Qualifications (RFQ) being written for the Floydville Road Scour Repair Project. The RFQ will allow the Committee to interview engineering firms who will meet the engineering requirements for this specialized project.

- d. **Project Update Allgrove Air Conditioning/Electrical Upgrade** – R LaFleur stated that he and R Carlson reviewed the RFPs received from R & C Electric for \$87,554, P & L Electric for \$59,500, and KSE Inc for \$49,885. They decided to pursue more information from and about the lowest bidder. KSE Inc's references were contacted and each one gave an excellent reference. A

scope review meeting was held and both R LaFleur and R Carlson gave their recommendation to the Committee that they approve the lowest bidder.

- e. **Project Timeline Review** – see other sections

6. NEW BUSINESS

- a. **Award RFP (Request For Proposal)** – There was a discussion about the information presented by R LaFleur and R Carlson about the bidders and the project. There may be a delay getting some of the equipment required for the project; but the remainder of the work can be started in the meantime. The goal is to complete the work by the end of August, 2020.

J Ziobro made a motion to accept the bid from KSE Inc to do the installation of the Allgrove School electrical services upgrade project. Seconded by B Ravens-Seger. **Motion Approved Unanimously.**

- b. **Next Meeting Date** – July 30, 2020 at 6:30 pm.

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

Arrow Concrete Products	\$1,093.00
catch basins \$626, \$140, \$174, \$153	
Dixworks – BANS Financial Advisory Fee	\$4,000.00
Hartford Courant – RFP Legal Notice for RFP	\$ 135.10
MAIER Design	\$2,592.45
municipal roofs \$607.49, \$1,875.00--MS/HS \$109.96	
Barbara Marsele – Committee Clerk 7/16/20	\$ 75.00
PM Resources -- roof project oversight	\$8,792.90
Purinton Builders – screened topsoil	\$3,360.00

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

J Hayden provided a financial report for all projects to date, listing the Referendum Budget vs actual costs. The report updated information provided to the Committee during previous meetings. Some of the roof projects were under budget and some are over budget in large part because the State changed the project reimbursement percentage after the school roof application was submitted. In summary, for all projects combined, the current trend is

\$150,744 out of balance with the Referendum Budget mainly attributed to the lower State reimbursement.

7. PUBLIC COMMENT -- none

8. ADJOURN – B Ravens-Seger made a motion to adjourn the meeting at 7:20 pm. Seconded by J Ziobro. **Motion Approved Unanimously.**

Respectfully submitted,
Barbara A. Marsele
Committee Clerk