

MINUTES
Town of Brookfield
Municipal Building Committee
Special Meeting
October 20, 2015 – 7:00 P.M.
Town Hall – Room 133

1. Call to Order: Meeting was called to order at 7:04 P.M. by Vice Chairman Joshua Flowers
Present: Committee Members: Joshua Flowers, Rob Gianazza, Tony Licursi, Also present: Rick Zini, Doyle Coffin Architecture (arrived at 7:25 P.M.)
Absent: Paul Checco, Brian Lerner, William Perrone

2. Approval of Minutes:

o **September 15, 2015 MBC Regular Meeting:** A motion was made by Rob Gianazza and seconded by Tony Licursi to approve the minutes of the September 15, 2015 meeting. Motion was carried 3-0.

3. Park Revitalization Plan:

o **Cadigan Phase:** Mr. Flowers reported that the Chairman has notified LandTek today that the monies, as discussed at last month's meeting, will be withheld from their final pay requisition.

o **Beach Phase:** Mr. Flowers reported that Hawley is completing their punch list. All sand and drainage approvals have been obtained from our engineer.

o **Phase III:** Mr. Flowers reported that all work is complete, signed off and we are waiting for the building department to write the CO.

Responding to question regarding the repair of courts, which is part of phase I, Mr. Flowers stated that the contractor will do resurfacing next Spring, but may start stripping now. This will be reviewed with Parks and Recreation.

4. Correspondence: None

5. Invoices:

Mr. Flowers noted invoice was received from Heller and Johnson. Invoice approval was postponed until Mr. Zini arrived.

After review, a motion was made by Rob Gianazza to approve Doyle Coffin Invoice No. 2870 in the amount of \$238.20. Motion was seconded by Tony Licursi and carried 3-0.

Committee postponed approval of additional DCA invoices to be reviewed with Mr. Zini. Committee recessed briefly at 7:20 PM. Committee resumed meeting at 7:25 PM.

After reviewing with Mr. Zini, a motion was made by Rob Gianazza to approve invoice from Heller Johnson in the amount of \$225.00 with intent to withhold this amount from Hawley Construction Contract due to improper installation of beach sand. Motion was seconded by Tony Licursi and carried 3-0.

After review a motion was made by Tony Licursi to approve Invoice No. 2864 from DCA dated September 1, 2015 in the amount of \$3,871.74, billed to contract amount for the month of September, on the condition that this amount was not already encumbered in a prior invoice. Motion was seconded by Rob Gianazza and carried 3-0.

After review a motion was made by Tony Licursi to approve Invoice No. 2863 from DCA dated August 1, 2015 in the amount of \$6193.96 on the condition that this be reviewed with DCA accounting to confirm this is under the contract amount. Motion was seconded by Rob Gianazza and carried 3-0.

After review a motion was made by Tony Licursi to approve Application for Payment No. 6 from Marinelli Contracting in the amount of \$27,339.00. Motion seconded by Rob Gianazza and carried 3-0.

Mr. Zini submitted Certificate of Substantial Completion for Phase I and Mr. Flowers advised Mr. Zini to forward to the contractor for signature.

Mr. Zini submitted a draft of final requisition from LandTek. After brief discussion a motion to reject this requisition due to adjustments needed to be made for court repair and any outstanding items was made by Josh Flowers. Motion was seconded by Rob Gianazza and carried 3-0.

After review, a motion was made by Rob Gianazza to approve Application for Payment No. 10 from Hawley Construction for change order work in the amount of \$45,362.50. Motion was seconded by Tony Licursi and carried 3-0.

Mr. Zini submitted Certificate of Substantial Completion for Phase II which will be held by the chairman until Hawley submits new punch list.

6. Additional Business None

7. Public Comment: No comment

8. Next Regular Meeting – December 15, 2015

9. Adjournment: A motion was made by Rob Gianazza to adjourn the meeting at 7:45 P.M. The motion was seconded by Tony Licursi and passed, 3-0.

Respectfully submitted,

Joshua Flowers,
Municipal Building Committee