Town of East Hampton

Town Facilities Building Committee

Regular Meeting

Thursday, February 8, 2018- 6:30 P.M.

High School T-Bell

**DRAFT MINUTES**

**Present:** Chairman Glenn Gollenberg, Vice Chairman Kurt Comisky, Fred Galvin, Jeff Foran, Rebecca Tinelle-Sawyer, Cliff Libby, Ron Gaudet, and Ray Moore, with Lisa and Steve Motto, and Town Manager Mike Maniscalco.

**Absent:** George Pfaffenbach.

**Call to Order:** The meeting was called to order at 6:35 P.M. by Chairman Gollenberg.

**Approval of Minutes**

**January 25, 2018:** *Mr. Foran moved and Ms. Tinelle-Sawyer seconded to approve the minutes of the January 25, 2018 meeting with no changes. Voted 8-0 in favor.*

**Public Remarks**

None

**Architect Update**

The estimate for the schematic design package is in process. The topic is being discussed with Amenta Emma and Newfield. There was a lot of work and detail put into this project, meaning it’s taking some time to reconcile everything for the estimate of the package. Planning and Zoning accepted the project and is bringing the project to the next public hearing on March 7th.

**OPM Update**

1. **Discussion of Quarterly Report:** The committee reviewed the quarterly report during the meeting. There was a comment correcting the date for the February wetlands meeting. It reads that the meeting is taking place on February 28th, but the meeting was moved to February 21st.
2. **Update on Conceptual Estimate:** The estimate is being worked out with Amenta Emma. A significant amount of work went into the conceptual package that needs to be reconciled on the architect’s side.
3. **Discussion of Traffic Light:** A discussion went into the topic of a clear, distinct exit and entrance for the new town hall. Maybe there needs to be one main road leading to the town hall, with a second road behind the building for emergency vehicles. There needs to be a driveway just for the police leading to and from the impound behind the building. It was determined that there wasn’t a need for a stop light on the main road. It wouldn’t be helpful, but more of a hinderance on route 66.

**Timeline Discussion**

The committee is operating under the same schedule, nothing was changed or pushed back. There are hopes of getting an early release package from Newfield for the project. The topic of early site work was briefly mentioned as an option to think about when the project has been approved by all figures and committees. The topic of the soil test was brought up and discussed. The test came back favorable toward the foundations for the building. They didn’t find any ledge in the ground, meaning it would be easier to dig up the ground once construction is underway.

**Approval of Invoices:**

1. *Mr. Foran moved to approve Amenta Emma invoice 6-17041, dated 12/31/2017, in the amount of $115,495.44. Seconded by Mr. Galvin. Voted 7-0 in favor.*
2. *Mr. Foran moved to approve Soil Technology Associates, Inc. invoice 3035, dated 2/6/2018, in the amount of $4,000.00. Seconded by Mr. Galvin. Voted 7-0 in favor.*
3. *Mr. Foran moved to approve C&E Enterprises, LLC invoice 2, dated 2/8/2018, in the amount of $5,835.02. Seconded by Mr. Galvin. Voted 7-0 in favor.*

**Update from Public Relations Sub-Committee**

None

**Update from Design Sub-Committee**

Amenta Emma will be attending the monthly meetings so there will be a representative from the firm.

**Public Remarks**

None

**Adjournment**

*At 7:14 P.M., Mr. Galvin moved to adjourn; seconded by Mr. Foran. Voted 7-0 in favor.*

Respectfully Submitted

Katrina Aligata

Recording Clerk