Town of East Hampton

**Town Facilities Building Committee**

Regular Meeting

Thursday, August 9, 2018

Berkshire Hathaway Office- Edgewater Hill

**Present**: Vice Chairman Jeff Foran, Cliff Libby, Rebecca Tinelle Sawyer, Ray Moore, George Pfaffenbach, Christophe Strange, Ron Gaudet, Project Manager Steve Motto and Finance Director Jeff Jylkka

**Absent:** Chairman Glenn Gollenberg and Fred Galvin

**Called to Order**

The meeting was called to order at 6:30 p.m. by Vice Chairman Jeff Foran

**Public Remarks**

None

**Appropriation for Third Party Reviewer**

Town Manager, Michael Maniscalco, signed the Letter of Engagement from Versteeg Associates- code compliance and fire safety consultants. Review of the drawings and specs for the Town Hall will cost $6,500. This is a one-time fee. The funds are to come out of owner contingency. When asked why it was needed Mr. Motto explained that it could be a conflict of interest for the Town staff to review and will also help the project to stay on schedule. Mr. Strange added that it was a very large project and the Town is understaffed to review it which is why he believes if it went to a Town vote it would be approved. Versteeg Associates offered the lowest fee with a turnaround of 30 days. Mr. Strange said it was a good fee.

A motion was made by Mr. Pfaffenbach, seconded by Ms. Tinelle-Sawyer, to accept the third-party code compliance plan review services. Voted in favor 7-0.

**Architect Update**

Getting site and foundation package ready for bid for 8/21/2018 with a public opening bid scheduled for 9/11/2018.

**OPM Discussion**

**Timeline Discussion**

As stated above

**Approval of Invoices**

None to approve

**Update from Public Relations Sub-Committee**

There was a brief discussion about the groundbreaking ceremony. Mr. Motto suggested having all the equipment lined up ready to go for the town to view.

**Update from Design Sub-Committee**

Need to schedule a meeting- will speak to Ms. Motto about this.

**Public Remarks**

None

**Adjournment**

A motion was made by Mr. Foran, seconded by Mr. Libby, to adjourn the meeting at 6:40 p.m. Voted 7-0 in favor.