

## Public Works Building Oversight Committee Meeting

9:00 am Monday, October 03, 2011  
3<sup>rd</sup> Floor Conference Room, Town Hall

### Minutes

#### **Call to order and roll call**

Brian Curtis, Town Engineer called meeting to order at 9:05 am

Present: Richard McManus, Building Official/Facilities Manager, Member

William Milardo, Sanitarian, Member

Robert Raney, Public Member

Henry Robinson, Public Member

Maryjane Malavasi, Town Finance Director, Guest

John Jenkins, Public Works Staff, Advisor

James Quilty, Public Works Staff, Advisor

Absent: Laura Francis, First Selectman, Member

Kurt Bober, Public Works Foreman, Member

Geoffrey Colegrove, Town Planner, Member

#### **Agenda approved by members**

#### **Schedule of meeting dates**

Due to the limited construction activity anticipated over the next couple of weeks, the next meeting will be scheduled for Monday, October 17, 2011 at 9:00 am. Weekly meetings at various times to allow for public attendance will be scheduled subsequently.

#### **Construction/site work update**

Drawings for the proposed foundation have been submitted for B. Curtis' review. Per the Public Works staff, coating of the rebar will take approximately 2 to 3 weeks. Applications for payment have been submitted by the contractor. Review of the bill by the committee took place and a motion was made by H. Robinson to pay the bill (\$18,050) with a condition that the proper forms be used by the contractor; 2<sup>nd</sup> by W. Milardo. All ayes, motion carried.

Bills will be submitted for payment on the 10<sup>th</sup> of each month. The bills will be reviewed by B. Curtis prior to the committee meeting.

The contractor's wage rate will be posted on the construction site.

**Public comments** – none

#### **Adjourn**

A motion to adjourn was made by R. McManus; 2<sup>nd</sup> by H. Robinson. All ayes, motion carried.

Meeting adjourned at 9:50 am.

Minutes respectfully submitted by W. Milardo