

Public Works Building Oversight Committee Meeting

9:00 am Monday, October 17, 2011
2nd Floor Conference Room, Town Hall

Minutes

Call to order and roll call

Brian Curtis, Town Engineer called the meeting to order at 9:10 am

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

William Milardo, Sanitarian, Member

Robert Raney, Public Member

Beth Moncata, Administrative Assistant, Guest

John Jenkins, Public Works Staff, Advisor

James Quilty, Public Works Staff, Advisor

Laura Francis, First Selectman, Member

Kurt Bober, Public Works Foreman, Member

Geoffrey Colegrove, Town Planner, Member

Absent: Henry Robinson, Public Member

Agenda approved by members

Construction update

B. Curtis indicated that drawings for the proposed foundation have been approved. Mechanical plans have been submitted and architectural plans will be submitted next. Another application for payment has been submitted by the contractor. Review of the bill by the committee indicates that \$20,900 of the \$22,000 may be payable, \$1,100 is retainable. Certified payroll will be directed to Maryjane Malavasi, Finance Director, by the end of the month. A change order for the concrete slab will be reviewed. The Materials Testing Laboratory will be utilized for testing of concrete.

Site work update

K. Bober and J. Jenkins explained that rock is being crushed. Materials for drainage, electrical and water services are being purchased. The electrician will be on site tomorrow and drainage work is commencing. Steel is expected to be placed in 2 weeks followed by concrete. R. McManus commented that November is a preferred month, due to temperature and moisture levels, for the placement of concrete. An adjustment to the proposed drainage system may be necessary due to the constraints created by the location of the large filled storage containers on the site. A change in the proposed drainage system may have an impact on the layout of the proposed subsurface sewage disposal system that may serve the future 80' wide building. B. Curtis and K. Bober will meet on site to discuss possible changes. L. Francis brought attention to the need for centralized record storage for this project.

Schedule of meeting dates

L. Francis and B. Moncata will promulgate a schedule of meetings that allow for public attendance. Discussion regarding bi-weekly meetings on Mondays at 5:30 pm ensued.

Public comments – none

Adjourn

A motion to adjourn was made by L. Francis; 2nd by R. McManus. All ayes, motion carried.

Meeting adjourned at 9:48 am.

Minutes respectfully submitted by W. Milardo