

Thompson Building Committee

Wednesday, June 15, 2022

Meeting Minutes

In attendance: Absent:
John Rice Jon Hoenig
Bill Witkowski Tom Angelo
Justin Yong
David Poplawski
Frank Langlois
Brian Santos

Also in attendance: Melinda Smith, Bill Birch, Bill Steglitz, Amy St. Onge, Linda Jarmolowicz, and Matt Wzorek from Tighe & Bond

I. Call to Order

John Rice called the meeting to order at 6:00pm.

II. Roll Call

All in attendance except Jon Hoenig and Tom Angelo.

III. Approval of Minutes

Motion by William Witkowski, seconded by Justin Yong to accept the meeting minutes of the April 13, 2022 meeting as presented.

Motion – Passes. Unanimous.

IV. Approval of Invoices

- a. Invoice #052291043 Tighe & Bond \$8,692.00
Discussion was held.

Motion by Brian Santos, seconded by David Poplawski, to approve invoice #052291043 from Tighe & Bond in the amount of \$8,692.00.

Motion – Passes. Unanimous.

V. Approve invoices received after agenda posted

- a. Invoice #062291014 Tighe & Bond \$10,230.00

Motion by Brian Santos, seconded by Justin Yong to approve invoice #062291014 from Tighe & Bond in the amount of \$10,230.00.

Motion – Passes. Unanimous.

VI. Review of Financial Summary of Current Project

The committee reviewed and discussed the financial report provided by Finance Director, William Steglitz, dated June 15, 2022.

VII. Correspondence

None.

VIII. Bill Birch Report/Update

a. Roof Replacement Project

Bill Birch stated that there is one outstanding item as far as the roof itself, with the masons. Imperial was back on site to look at it and get it resolved. They have done nothing as far as repairing the landscape. Tighe and Bond was supposed to investigate when the warranty started.

b. Oil Tank Replacement

Bill Birch stated that he is confident to call the project complete, except for the reimbursement; documents have been submitted, just waiting to hear what happens with the review. Need to file with DEEP to exonerate the notice of violation that everything has been complete. Discussion was held.

IX. Bill Witkowski/Brian Santos Sub-Committee Update – Track

Brian Santos stated that the drawings were submitted for final review. He will make comments and make a thorough review. He is looking into the insurance to make sure it is a 100% ready to go project.

X. Brian Santos/Sub-Committee Update – Salt Shed

John Rice stated that the sub-committee will be meeting this Friday, June 17, 2022 on the salt shed. Amy St. Onge stated that the land for purchase for the salt shed has not been acquired yet. John Rice stated that there is a possibility to relocate the salt shed. Discussion was held.

XI. H.V.A.C. Study Report/Possible Action

The committee reviewed and discussed the Requests for Proposals that were submitted for the HVAC study, design, and construction project.

The committee suggested to interview all four companies who submitted RFP's. The interviews will be scheduled on June 28, 2022. Discussion was held regarding the four RFP's.

Motion Brian Santos, seconded by Justin Yong, to interview three companies, HF Lenz, T&B, and LXC engineering in one night.

Motion – Passes. Unanimous.

XII. Solar Project Update

Nothing to report.

XIII. Other business deemed pertinent to the Committee

None

XIV. Adjournment

Motion by Bill Witkowski, seconded by David Poplawski, to adjourn the meeting at 7:04pm.

Motion – Passes. Unanimously.

Minutes submitted by: Danielle M. Pederson, Recording Secretary