

**SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE MEETING
Monday, November 9, 2020
5:30 p.m.**

Via Zoom – Meeting I.D. 835 3534 3253
<https://us02web.zoom.us/j/83535343253>

AGENDA

1. CALL TO ORDER
2. OPEN PUBLIC SESSION
3. CLOSE PUBLIC SESSION
4. APPROVAL OF MINUTES
 - a. Building Committee Meeting of October 13, 2020.
5. OLD BUSINESS
 - a. Project update – Landmark Architects, P.C.
6. NEW BUSINESS
 - a. Project finances
 - b. Groundbreaking ceremony Thursday, November 12, 2020 at 3:00 p.m. All committee members are invited. Ceremony is not open to the public.
 - c. Approval of bid documents, contracts, change orders or invoices required for the project.
7. ADJOURNMENT

SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE MEETING
Tuesday, October 13, 2020
5:30 p.m.

Via Zoom – Meeting I.D. 885 2168 9614
<https://us02web.zoom.us/j/88521689614>

MINUTES

Present: Chairman Thazhampallath, Joseph Bibisi, Edward Creem, Nancy Hunter, Philip Pessina (logged in at 5:47 p.m.), Philip Russo, Chief Michael Howley, Paul Pizzo, Paul Morin, Fire Department members, and members of the public.

Absent: Gene Nocera, and Guy Russo.

1. CALL TO ORDER Chairman Thazhampallath called the meeting to order at 5:35 p.m.
2. OPEN PUBLIC SESSION Chairman Thazhampallath opened the Public Session at 5:35 p.m. No one wished to speak.
3. CLOSE PUBLIC SESSION Chairman Thazhampallath closed the Public Session at 5:36 p.m.
4. APPROVAL OF MINUTES
 - a. Building Committee Special Meeting of March 2, 2020.
MOTION to approve the minutes of March 2, 2020 by E. Creem/N. Hunter. Committee member Joseph Bibisi abstained. Motion passed.
5. OLD BUSINESS
Paul Morin provided an update to the committee regarding the winning bid contractor, including how the winning bid is selected and the amount of the winning bid. He also discussed the gas line which needs to be moved prior to beginning construction.
6. NEW BUSINESS
Chairman Thazhampallath discussed the special meeting of the Board of Fire Commissioners where it was approved to allocate funds up to the maximum of \$332,273 to complete the project, and a letter has been sent to the City of Middletown Purchasing Supervisor Donna Imme.

MOTION to authorize Chief Howley, and Building Committee Chair to approve change orders up to a maximum of \$5,000 by J. Bibisi/P. Pessina.

After discussion with Paul Pizzo, Landmark Architects, P.C. Chairman Thazhampallath moved to amend the motion from a maximum of \$5,000 to a maximum of \$10,000 and to add invoices/change orders as an agenda item in the future.

MOTION to authorize Chief Howley, and Building Committee Chair to approve change orders up to a maximum of \$10,000 and to add invoices/change orders as an agenda item by J. Bibisi/P. Pessina. Unanimously approved.

MOTION to amend agenda to add authorization of gas line relocation/invoice by P. Pessina/J. Bibisi. Unanimously approved.

Paul Morin informed the committee Eversource has already been to the site to evaluate the work to be done and prepared an estimate. They are currently waiting for a response from Eversource headquarters to determine if this will be an additional charge for the project, or if Eversource will absorb the cost of moving the gas line. He explained if Eversource determines the increase in service is substantial, they may absorb the cost.

Chairman Thazhampallath informed the committee the meetings will continue to be held on the second Monday of the month at 5:30 p.m. with the exception of Monday holidays. Meetings may be held more frequently as the project progresses. The secretary will send a meeting schedule to all involved.

Chairman Thazhampallath expressed his appreciation and praised Chief Howley for his work and commitment to the project in working with the City of Middletown, State of Connecticut, and Landmark Architects to keep the project moving forward. The project would not have come this far without him.

Chairman Thazhampallath also commended Paul Pizzo, and Paul Morin Landmark Architects, P.C. for the time, energy and effort on the project. They have gone above and beyond to assist South Fire District with the continuation of the project.

7. ADJOURNMENT

MOTION to adjourn by P. Pessina/E. Creem. Unanimously approved.

The meeting adjourned at 6.12 p.m.

Submitted by,



Kathleen M. Kiley
Building Committee Secretary