

**SOUTH FIRE DISTRICT
Of the City of Middletown
BUILDING COMMITTEE MEETING
Monday, February 8, 2021
5:30 p.m.**

Via Zoom – Meeting I.D. 836 6084 9297
<https://us02web.zoom.us/j/83660849297>

MINUTES

Present: Chairman Thazhampallath (logged in at 5:37 p.m.), Joseph Bibisi (logged in at 5:55 p.m.), Edward Creem, Nancy Hunter, Gene Nocera (logged off at 5:57 p.m.), Philip Pessina (logged off at 5:56 p.m.), Guy Russo (logged off 5:58 p.m.), Chief Michael Howley, Paul Pizzo, Paul Morin.

Absent: Phil Russo

1. CALL TO ORDER Chairman Thazhampallath called the meeting to order at 5:37 p.m.
2. OPEN PUBLIC SESSION Chairman Thazhampallath opened the Public Session at 5:38 p.m. There were no members of the public logged in to the meeting.
3. CLOSE PUBLIC SESSION Chairman Thazhampallath closed the Public Session at 5:39 p.m.
4. APPROVAL OF MINUTES
 - a. Building Committee Meeting of December 14, 2020.
MOTION to approve the minutes of December 14, 2020 by E. Creem/P. Pessina.
N. Hunter abstained. Motion passed.
5. OLD BUSINESS
 - a. Project update – Landmark Architects, P.C.
Paul Morin updated the committee on the progress of the project. The site has been excavated, and footing poured. The trailer is now on site and temporary power has been installed. The contractor expects to have the project completed by August 6, 2021. The first change order to the project has been suggested regarding the roof and will result in a credit to the project. Paul Pizzo explained Landmark Architects is keeping a running total of change orders to the project and the remaining balance of the project.

Chief Howley provided an update to the committee regarding the contractors and how easy they have been to work with. They are respectful of our policies here at South Fire District and there have been no issues.

6. NEW BUSINESS

a. Project finances

Paul Pizzo explained Landmark Architects receives a pencil copy of the invoice from the contractor and it is reviewed in-house, as well as, with Chief Howley before it becomes a formal requisition for payment. He also stated this process will continue throughout the project.

b. Approval of bid documents, contracts, change orders or invoices required for the project.

MOTION to approve invoice in the amount of \$71,212.00 for payment to Enterprise Builders, Inc. by P. Pessina/G. Russo. Unanimously approved.

7. ADJOURNMENT

MOTION to adjourn by E. Creem/J. Bibisi. Unanimously approved.

The meeting adjourned at 5:59 p.m.

Submitted by,

A handwritten signature in blue ink that reads "Kathleen M. Kiley". The signature is written in a cursive, flowing style.

Kathleen M. Kiley
Building Committee Secretary

Approved 03/08/2021