

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

Via Zoom – Meeting I.D. 861 2796 9312
<https://us02web.zoom.us/j/86127969312>

MINUTES

Present: Vice Chairman Guy Russo, Joseph Bibisi, Edward Creem, Nancy Hunter, Gene Nocera (logged in at 5:41 p.m.), Philip Pessina, Phil Russo, Chief Michael Howley, Paul Pizzo (logged in at 5:33 p.m.), Paul Morin.

Absent: Geen Thazhampallath

1. CALL TO ORDER Vice Chairman Guy Russo called the meeting to order at 5:31 p.m.
2. OPEN PUBLIC SESSION Vice Chairman Guy Russo opened the Public Session at 5:31 p.m. There were no members of the public logged in to the meeting.
3. CLOSE PUBLIC SESSION Vice Chairman Guy Russo closed the Public Session at 5:32 p.m.
4. APPROVAL OF MINUTES
 - a. Building Committee Meeting of February 8, 2021.
MOTION to approve the minutes of February 8, 2021 by P. Pessina/J. Bibisi.
Unanimously approved.
5. OLD BUSINESS
 - a. Project update – Landmark Architects, P.C.
Paul Morin updated the committee on the work completed since the last meeting. There are some change orders being discussed, but nothing has been formally submitted.
6. NEW BUSINESS
 - a. Project finances
Paul Morin informed the committee the Purchasing department is requiring the Application and Certificate for Payment to be broken into more detail, i.e. which line

items are from the grant, and which are beyond the grant. Each line item must be assigned to a category in order to charge against the appropriate purchase orders. He has also informed the contractor so they can complete the form properly and comply with the Purchasing department's request.

Vice Chairman Russo requested from Landmark Architects a list of potential change orders.

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

MOTION to approve invoice in the amount of \$138,377.00 for payment to Enterprise Builders, Inc. by G. Nocera/E. Creem. Unanimously approved.

7. ADJOURNMENT

MOTION to adjourn by E. Creem/G. Nocera. Unanimously approved.

The meeting adjourned at 5:51 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 04/12/2021