

Permanent Building Committee Meeting Minutes
Wednesday, December 21, 2022
Zoom Meeting
Approved: January 18, 2023

PBC Members present: Cindy Russo, Chair; Corey Dufresne; Pablo Carbonell; Steve Moeser; Guy Hermann; Jeff Hayes, Building Commissioner.

Attending: Kim Buhl, DAI; Debbie Thompson, COA Director; Marie Sobalvarro, Assistant Town Administrator; Guy Oliva, COA Representative.

Ms. Russo called the meeting to order at 9:00 a.m. and provided remote meeting instructions.

Approve Minutes of 12/14/22

Mr. Moeser made a motion to approve the Minutes from the last meeting; Mr. Hermann seconded. All were in favor.

Update on the Council on Aging project

Ms. Russo indicated that since the last meeting the Contractor provided a revised Requisition #5 which reflects a reduction of about \$2,300 for the fiberglass reinforcement panel and provided backup of the stored materials in the form of photographs of the items in the subcontractor's yard, certificates of insurance, and transfer documents. Ms. Buhl indicated that DAI is satisfied with the revised Requisition.

Mr. Moeser made the motion to approve Requisition #5 for the month of November; Mr. Hermann seconded. All were in favor.

Ms. Buhl reported that she has not observed the flooring progress on-site since the last meeting. Mr. Hayes reported that he visited the site the day prior and observed that the flooring was about half complete and the temperature in the building was toasty warm; Mr. Hayes indicated that he was very pleased with what he saw.

Mr. Moeser asked that Ms. Buhl look in the attic space in the near future to confirm there is still insulation and lights; Mr. Carbonnell asked for her confirmation that the abandoned exhaust holes were capped.

Update on Other Municipal Building Projects

No updates were provided.

Member reports

No member reports provided.

Consider items for next Agenda

Ms. Russo advised that the next PBC Meeting will be held on Wednesday, January 18th.

The Meeting adjourned at approximately 9:06 a.m.

Respectfully submitted,

Alison Flynn

Referenced Documents:

- Agenda
- Draft Minutes of 12/14/22
- Classic Construction's revised Requisition #5