

DATE: November 1, 2021
TIME: 3:40 PM

DPW/BPD Building Committee Meeting Minutes
March 2, 2021, 7:00PM - Meeting held via Zoom due to COVID-19

Meeting called to order at 7:03PM. Members in attendance Anne Marie Mahoney, Ted Galante, Jamie MacIsaac, Tom Gatzunis, Sidni Bragg, Fitzie Cowing, Judith Ananian Sarno, Bill Shea, Mike Smith, Anthony Ferrante, Roy Epstein, Mark Hurley, Steve Rosales, Rich McLaughlin

- Review of upcoming tours, photos and video plans for BPD project
- Updates on PD
- Certificate of Occupancy by end of week
- PD due to move in on Monday
- All furniture installed
- Meeting last Friday regarding canopy in upper parking lot entrance, design alterations forthcoming and modifications to come, due to contractor not installing properly
- Some concrete repair on parking lot side
- Most punch list items should be complete prior to move-in, but there may be a handful of things addressed post move in.
- Exterior items will continue as weather improves (paving, landscaping, painting, etc.)
- Question regarding timing of move-in? Actual move from modulars into the building including files/furniture, etc. will happen in one day. Unpacking may take time, but move of items happens in one day.
- Discussion of what to do with furniture that does not need to come back to the new building? Most of it will be usable by a following occupant, and they can determine what needs there are.
- Discussion of finances
 - Review of donations collected in recent weeks
 - Review of funding sources, money spent to date, etc
 - Discussion of remaining items and order of completion/timing etc
 - Commissioning complete? Yes
- Review of and vote on outstanding invoices
- Chair Mahoney entertains a motion to approve all invoices listed below, so moved by Member Cowing, seconded by Member McLaughlin, unanimous approval
- In the amount of \$348.00 to be paid to Anderson and Kreiger for Invoice #137097
- In the amount of \$10,000.00 to be paid to Daedalus for Invoice #38839-02
- In the amount of \$9,628.23 to be paid to Galante for Invoice #1809-021
- In the amount of \$2,800.00 to be paid to Galaxy for Invoice #104692
- In the amount of \$7,874.90 to be paid to Red Thread for Invoice #853705
- In the amount of \$570.00 to be paid to Triumph for Invoice #109481
- In the amount of \$135.00 to be paid to Triumph for Invoice #84660
- In the amount of \$426.52 to be paid to Triumph for Invoice #110464
- Review of minutes from February 2, 2021, Chair Mahoney entertains motion to accept minutes, so moved by Member McLaughlin, seconded by Member Rosales, unanimous approval
- Next meeting date determined to be March 30, 2021

- Meeting adjourned at 7:46