

**SPECIAL FACILITIES COMMITTEE MEETING
EAST HARTFORD BOARD OF EDUCATION**

**TUESDAY,
SEPTEMBER 11, 2018**

A Special Meeting of the Facilities Committee was held on Tuesday, September 11, 2018 at the Administration Building, 1110 Main Street, Third Floor Conference Room, East Hartford, CT. The meeting was called to order at 5:40 PM by Chairman Tom Rup.

PRESENT Tom Rup, Chairman, Facilities Committee
Marilyn Pet, Member, Facilities Committee

ABSENT Tyron Harris, Member, Facilities Committee

ALSO PRESENT Ben Whittaker, Director of Facilities

APPROVAL OF MINUTES

MOTION By Marilyn Pet
Seconded by Tom Rup
To approve the Minutes of the June 18, 2018 Special Facilities Committee meeting.
Motion unanimously carried.

PUBLIC PARTICIPATION – None

OLD BUSINESS – None

NEW BUSINESS –

a) Review Acceptance of Project as Complete – Hockanum ECLC Flooring Abatement Project – State Project Number 043-0238 CV –

Mr. Whittaker reported to the committee that the State Project Number 043-0238CV was completed on August 28, 2018. Once the Superintendent and the Town Attorney sign the State's "Final Grant Application" form SCG-1049F the Project Completion Package will be filed with the State Department of Administrative Services Office of School Construction Grants. The State will schedule a final review and audit of the project, then the 11% retainage of grant funds will be paid. The estimated amount of reimbursement is \$180,098.

MOTION By Marilyn Pet
Seconded by Tom Rup
To refer Acceptance of Project as Complete – Hockanum ECLC Flooring Abatement Project to the full Board for its consideration and approval at the September 17, 2018 meeting.
Motion unanimously carried.

b) Request for Review of Final Plans – Stevens Flooring Abatement Project – State Project Number 043-0239 CV

Mr. Whittaker explained to the committee the plans and specifications for the Stevens flooring abatement project provided by TRC Environmental Consultants. Prior to going out to bid, the final plans must be reviewed by the State Department of Administrative Services Office of

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School Construction Grants & Review after a local review is completed by select Town of East Hartford personnel.

DAS Form SCG-042 has been signed by Milton Gregory Grew Local Building Official, Justin Wagner Fire Marshal, James Cordier Health Official and Santiago Malave 504 Official. The final two signatures necessary on this form are the Chairperson of the Public Building Commission and the Chairperson of the Board of Education. Form SCG-042 will then be submitted to DAS OSCG so they may conduct a final plan review prior to public bidding the construction phase of the project.

MOTION By Marilyn Pet
Seconded by Tom Rup
To refer to the Public Building Commission and the full Board for its consideration and approval at the September 17, 2018 meeting.
Motion unanimously carried.

c) Motion to Pay Clerk

MOTION By Tom Rup
Seconded by Marilyn Pet
To pay clerk
Motion unanimously carried.

MOTION By Tom Rup
Seconded by Marilyn Pet
To adjourn the Special Meeting of the Facilities Committee (5:55 PM)
Motion unanimously carried.

Recorded by: Donna Sahlberg