

**TOWN OF HEBRON
HES DRINKING WATER REMEDIATION BUILDING COMMITTEE
SPECIAL MEETING
92 CHURCH STREET
HEBRON ELEMENTARY SCHOOL**

Thursday, February 20, 2020

3:45 PM

AGENDA

1) CALL TO ORDER

2) PLEDGE OF ALLEGIANCE

3) PUBLIC COMMENT

This section of the agenda is reserved for persons in attendance who wish to briefly address the HES Drinking Water Remediation Building Committee. The committee requests that comments be limited to three minutes or less. Persons wishing to address the Committee regarding agenda items should request clarification from the Chair as to whether or not they should speak during the public comment portion of the meeting or at the time the agenda item is considered

4) APPROVAL OF MINUTES

- a) Special meeting minutes 02-03-2020
- b) Previous Meeting SP&A notes (if available)

5) PROJECT KICKOFF WITH NUTMEG COMPANIES

6) SUPERINTENDENT REPORT

- a) SDE Reimbursement
- b) Other Items

7) SILVER PETRUCELLI / NUTMEG COMPANIES

- a) Project Plan
- b) Shop Drawings - Cut sheets (on agenda just to ensure we are current and no issues)
- c) Permit Status
- d) Other items

8) PAYMENT REQUISITIONS

Consider and Act on Approved Requisitions:
NONE

9) UPDATE FINANCE STATUS

10) DISCUSS THE ADDITION OF A CLERK FOR THE CONSTRUCTION PART OF THE PROJECT (Continued)

11) OTHER PERTINENT PROJECT BUSINESS

12) ADJOURNMENT

TOWN OF HEBRON
HES DRINKING WATER REMEDIATION BUILDING COMMITTEE
February 3, 2020 – Regular Meeting
Town Office Building

Members Present: M. Leichter, R. Steiner, D. Foster, W. Warwick

Member Absent: H. Petit

Guests: Dr. T. Baird, K. Eldridge, M. Larkin

The meeting was called to order at 6:30 p.m.

Approval of Minutes – January 21, 2020 Regular Meeting: R. Steiner moved and W. Warwick seconded a motion to approve the minutes of January 21, 2020 as presented. The motion passed unanimously.

Previous SP&A Notes: M. Leichter noted that R. Haley submitted notes from the 1/6/2020 meeting and S. June submitted notes from the 1/21/2020 meeting.

It was noted that there will be a short walkthrough with M. Larkin and W. Durocher before April break. If there are any concerns, M. Leichter requested that those concerns be brought back to the Committee.

Superintendent Report:

SDE Reimbursement: Dr. Baird stated that he is all set with the reimbursement and has a log on. S. Levin is working with the Town on the paying of the invoices.

Dr. Baird stated that someone from RHAM reached out to him for an interview regarding the project.

Silver Petrucelli/Nutmeg Companies:

Project Plan: K. Eldridge stated that they have not received any submittals but have been told that they should be expecting them by the end of the week.

R. Steiner stated that he would insist that there be a bill of sale, certificate of insurance and right of entry for off-site stored material.

K. Eldridge stated that R. Haley sent an email stating that the schedule of values should be submitted to the State.

There was discussion regarding when testing will take place during the project and when summer office staff will no longer have access to the building. It was noted that there should be a pre-construction meeting involving W. Durocher and M. Larkin as soon as possible.

RECEIVED
2020 FEB -5 A 8 00
HEBRON TOWN CLERK

Discuss the Addition of a Clerk for the Construction Part of the Project: M. Leichter stated that he will submit an electronic version of R. Steiner's draft RFQ to the Town Manager for his review. D. Foster moved and W. Warwick seconded a motion to approve the Request for Qualifications/Request for Proposals for a Clerk of the Works as written. The motion passed unanimously.

Payment Requisitions:

Consider and Act on Approved Requisitions:

Silver Petrucelli – Invoice #20-58: D. Foster moved and R. Steiner seconded a motion to approve Invoice #20-58 in the amount of \$875.00. The motion passed unanimously.

W. Warwick moved and R. Steiner seconded a motion adjourn the meeting at 7:30 p.m.

Tricia Schiavi
Board Clerk