

To Be Approved  
 July 1, 2021  
 TOWN OF PUTNAM  
 MUNICIPAL COMPLEX BUILDING COMMITTEE  
 Putnam Town Hall, 2<sup>nd</sup> floor Conference Room  
 Via Zoom ID # 967 6322 1836

TOPIC	DISCUSSION
PRESENT:  ABSENT:	Chairman Osbrey, Vice Chairman Coderre, Member Dignam, Member Rawson, Member Gagnon and Member Heydecker. Ad Hoc Members Sistare and Colwell
1.	Call to Order Chairman Osbrey called the meeting to order at 6:00 PM
2.	Approval of the Minutes <p>A. Minutes from June 3, 2021 Municipal Complex Building Committee Meeting.          Vice Chairman Coderre made a motion to accept the minutes from the June 3, 2021 Municipal Complex Building Committee meeting. The motion was seconded by Member Gagnon and passed unanimously.</p> <p>B. Minutes from June 17, 2021 Municipal Complex Building Committee Special Meeting.          Member Rawson made a motion to accept the minutes from the June 17, 2021 Municipal Complex Building Committee Special Meeting. The motion was seconded by Member Dignam and passed unanimously.</p>
3.	Old Business <p>A. Accompanying Project Items</p> <ol style="list-style-type: none"> <li>1. Fiber              Town Administrator Sistare updated the Committee that the fiber hopefully will be installed over the next 1 – 2 weeks. The fiber is a key component for the elevator and various communications.</li> <li>2. IT/Data              Town Administrator Sistare has been working onsite and on the phone with Novus and Downes.</li> </ol>

		<p>3. Furniture and Décor All the furniture has been ordered and is awaiting installation. The expected date of delivery is August 9<sup>th</sup>.</p> <p>4. Library Grant No update until project is 90% complete.</p>
4.	New Business	<p>A. Owner Update Member Gagnon made a motion to approve change order #80 in the amount of \$100,000. The motion was seconded by Member Dignam and passed unanimously.</p> <p>Town Administrator Sistare asked for consideration of wooden baseboards in the Admin offices. Vice Chairman Coderre made a motion to approve up to \$5,000 for cherry baseboards in the Admin offices.</p> <p>B. Architect Design Update</p> <p>C. Construction Manager Update 1. Monthly CM requisition – Vote Required Member Gagnon made a motion to approve the CM requisition in the amount of \$750,289.71. The motion was seconded by Member Rawson and passed unanimously.</p>
5.	Public Participation	None
6.	Adjournment	Vice Chairman Coderre made a motion to adjourn at 6:52 PM. The motion was seconded by Member Heydecker and passed unanimously.