

To Be Approved
 June 3, 2021
 TOWN OF PUTNAM
 MUNICIPAL COMPLEX BUILDING COMMITTEE
 Via Zoom ID # 897 1371 5965

TOPIC	DISCUSSION
PRESENT:	Chairman Osbrey, Vice Chairman Coderre, Member Heydecker, Member Gagnon, Member Dignam, Member Rawson. Ad Hoc Member Sistare
ABSENT:	Member Copeland, Ad Hoc Member Colwell
1.	Call to Order Chairman Osbrey called the meeting to order at 6:02 PM
2.	Approval of the Minutes <p>A. Minutes from May 6, 2021 Municipal Complex Building Committee Meeting</p> <p>Member Rawson made a motion to approve the minutes of the May 6, 2021 Municipal Complex Building Committee Meeting as presented. The motion was seconded by Member Dignam and passed unanimously.</p> <p>B. Minutes from May 20, 2021 Municipal Complex Building Committee Special Meeting</p> <p>Member Gagnon made a motion to approve the minutes from the May 20, 2021 Municipal Complex Building Committee Special Meeting as presented. The motion was seconded by Vice Chairman Coderre and passed unanimously.</p>
3.	Old Business <p>A. Accompanying Project Items</p> <p>1. Fiber Town Administrator Sistare stated the utility poles and fiber install is on schedule.</p> <p>2. IT/Data Town Administrator Sistare stated that she met on site with Novus, our IT service provider and Downes.</p>

		<p>3. Furniture and Décor A purchase order was created for the Town Hall furniture and sent to WB Mason. All furniture has been ordered.</p> <p>4. Library Grant No new update.</p>
4.	New Business	<p>A. Owner Update Member Heydecker made a motion to approve the change orders 65/68/70/72/73 in the amount of \$66,008.00 The motion was seconded by Member Gagnon and passed unanimously.</p> <p>A price for lighting of the sign will be obtained and presented to the Committee at a later date.</p> <p>B. Architect Design Update</p> <p>Member Gagnon made a motion to approve the new design for the Flag poles up to \$55,000. The motion was seconded by Member Rawson and passed unanimously.</p> <p>Discussion ensued regarding a plaque for the building. Mallory Demty will price out glass for the plaque and get back to the Committee. Mallory will also get prices for rubber treads on the stairway as well as epoxy or linoleum for the storage rooms.</p> <p>C. Construction Manager Update</p> <p>1. Monthly CM Requisition – Vote Required Member Gagnon made a motion to approve the CM requisition in the amount of \$798,613.86. The motion was seconded by Member Rawson and passed unanimously.</p>
5.	Public Comment	<p>None</p> <p>The next Site walk will be held at 5:00 PM instead of 4:00 PM. The next meeting will be held in person at the Town Hall, 2nd floor conference room.</p>
6.	Adjournment	<p>Member Coderre made a motion to adjourn at 7:32 PM. The motion was seconded by Member Gagnon and passed unanimously.</p>