

To Be Approved
November 4, 2021
TOWN OF PUTNAM
MUNICIPAL COMPLEX BUILDING COMMITTEE
208 School Street, Putnam, CT and
Via Zoom meeting ID: 92311327965

TOPIC	DISCUSSION
PRESENT:	Chairman Osbrey, Member Heydecker, Member Gagnon, Member Rawson. Ad Hoc Members, Mayor Seney, Town Administrator Sistare, Library Director Colwell.
ABSENT:	Vice Chairman Coderre, Member Dignam
1.	Call to Order Chairman Osbrey called the meeting to order at 6:02 PM
2.	Approval of the Minutes A. Minutes from October 7, 2021, Municipal Complex Building Committee Meeting B. Minutes from October 28, 2021, Special Municipal Complex Building Committee Meeting Correction to the minutes from October 7, 2021, Municipal Complex Building Committee Meeting. Minutes should read that the meeting was called to order by Chairman Osbrey and not Vice Chairman Coderre. Member Heydecker made a motion to approve the amended minutes from the October 7, 2021, Municipal Complex Building Committee Meeting and the minutes from the October 28, 2021, Municipal Complex Building Committee Meeting. The motion was seconded by Member Rawson and passed unanimously.
3.	Old Business A. Accompanying Project Items 1. Fiber Completed – will remove from future agendas 2. IT/Data Ongoing training for new equipment 3. Furniture and Décor Town Administrator Sistare stated that there we are waiting for some Furniture and additional orders. 4. Library Grant

		Town Administrator Sistare stated she will be applying for the remaining grant funding.
4.	New Business	<p>A. Owner Update Member Gagnon made a motion to approve change orders #110 and # 111. The motion was seconded by Member Heydecker and passed unanimously.</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 \$267,636.82. The motion was seconded by Member Rawson and passed unanimously.</p> <p>D. Proposed 2022 Meeting Schedule Member Rawson made a motion to approve the Proposed 2022 Meeting Schedule The motion was seconded by Member Gagnon and passed unanimously.</p>
5.	Public Participation	<p>None</p> <p>Member Rawson made a motion to enter into Executive Session at 6:43PM, inviting in Town Administrator Sistare, Mayor Seney and Library Director Colwell. The motion was seconded by Member Gagnon and passed unanimously.</p> <p>The Committee came out of Executive Session at 7:33 PM. No votes were taken during Executive Session.</p>
6.	Adjournment	Member Gagnon made a motion to adjourn at 7:34 PM. The motion was seconded by Member Heydecker and passed unanimously.