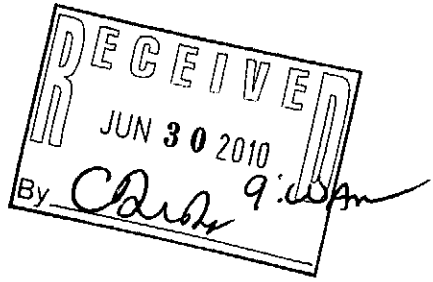


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**TOWN HALL COMPLEX BUILDING COMMITTEE
TOWN OF THOMASTON
MEETING MINUTES – JUNE 29, 2010**

A special meeting of the Thomaston Town Hall Complex Building Committee was held June 29, 2010 in the Selectman's Conference room.

Members in attendance were: Wayne Kamens
Ken Hopkins
Vine D'Andrea
Ken Koval

Members absent: Lucille Killiany

The meeting was called to order at 11:02 hours by Chairman Koval

1. Motion made, seconded and passed to approve the minutes of the March 17, 2010 meeting.
2. Town Hall Projects Update
 - 2.1 Discussion was held on the project specifications as prepared by the architect and the engineer. No changes were recommended.
 - 2.2 The specifications will be sent to the CT State Historical Commission for their approval before the project is put out to bid.
3. Opera House Projects
 - 3.1 The project specifications are complete and ready to go.
 - 3.2 A copy of the State grant procurement checklist was distributed.
 - 3.3 Ken Koval will contact the State to meet with them to review the process and get their approval to proceed.
 - 3.4 Once State approval is received the projects can be sent out for bids.
4. Old Business
 - 4.1 Energy Project
 - Ken koval reported that the brick repair energy project had to be scrapped since the architect and engineer would not agree that it was energy related. The Town is attempting to get approval to switch the project to an internal energy project for lighting etc.

General discussion was held on the external brick issues and the impact of not addressing them at this time.

There is no funding available to make the repairs. If the chimney should fall or other bricks fall we would need to get emergency funding from the Town.

4.2 Operating Budget

The Town Hall operating budget for 2010-11 has been reduced below last years levels. There are not enough operating funds to keep up with the repairs that are needed.

General discussion was held on the impact of not making the needed repairs on the building and its staff.

4.3 Capital Budget

There are no funds available for the coming year for capital projects. General discussion was held on the impact of this issue.

5. New Business

5.1 Clock Tower Project

Ken Koval reported that the facing on the clock tower will be replaced along with some other related work.

5.2 Elevator Fire Instructions

Fire signs to not use the elevator during a fire are on order and will be installed when they are received.

Office emergency exiting signage is being inventoried and will be added where needed.

5.3 Full Load Generator test

A full load generator test needs to be scheduled for the building.

Ken Hopkins and Ken Koval will be developing a plan to perform the test.

6. Maintenance Coordinators Activity Update

6.1 Ken Hopkins gave a brief update on his activities and issues.

7. Adjournment

7.1 Motion made, seconded and passed to adjourn the meeting at 12:40 hours.

Respectfully submitted,

Kenneth A. Koval
Chairman