



BUILDING COMMITTEE AGENDA

8 February 2023 — 5PM

Town Clerk Office

AGENDA

1. Meeting called to order
2. Roll Call
3. Motion: Nominate Chairperson to building committee
4. Motion: Nominate Vice Chairperson to building committee
5. Motion: Nominate Secretary to building committee
6. Motion: Nominate Admin to building committee for document control and website
7. Chairman's Announcements
8. Motion: vote to accept Robert rule of order for building committee
9. Motion: Vote to review and accept a Mission statement for Building committee
10. Subcommittee Reports
 - a. No subcommittee currently
11. New Business
 - a. Review open contracts with Town of Brimfield on current building projects
 - General contract, Architect, MEP engineers, Construction Manager
 - b. Request all close out documents on public safety complex in Digital PDF format
 - c. Request all CAD and/or REVIT files on all proposed building projects from previous architect and engineer

Building Committee Agenda

Note.- The items listed, which may be discussed at the meeting, are those reasonably anticipated by the Chair. Not all items listed may, in fact, be discussed, and older items not listed may also be brought up for discussion to the extent permitted by law.

- d. Review history of prior build committee projects
 - Town Hall feasibility studies, structural reports and proposed building/ budgets 2015/2106 proposed project approved at town
 - Annex building feasibility studies, structural reports and proposed building/ budgets
 - Library feasibility studies, structural reports and proposed building/ budgets
 - e. 2nd floor to safety complex 2nd floor addition if viable and Pro/Cons
 - f. 296 Brookfield Road as viable option
12. Motion: Vote proceed to wRFP Draft for Architectural / Engineering Services
13. Open discussion on Project funding/ Grant options
14. Committee Open forum
15. Citizen Forum
16. Next Meeting date
17. Meeting Adjourned

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