



TOWN OF GREENWICH

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Fred Camillo
First Selectman

THE FIRST SELECTMAN'S ADVISORY COMMITTEE ON THE HAVEMEYER BUILDING

**Zoom Webinar Meeting
Thursday, 10am, April 6, 2023**

Approved Minutes

Attendees:

- Committee: Andy Duus (*Chair*), Christina Downey, Bill Drake, Joe Kelly, and Miriam Kreuzer, (Committee member Amy Courage was absent)
- Guest: Kyle Pustola (Pustola Associates)
- Public: Jessica Simms (*Greenwich Time*)

1. Call to Order

- After confirming that a quorum was present, Mr. Duus called the meeting to order at 10:37 am.

2. Approvals of the Minutes for the Committee meetings on February 8 and March 10, 2023

- After a motion by Mr. Drake, seconded by Ms. Downey, the Committee voted 5-0-0 to approve the minutes of the Committee's February meeting.
- For the March meeting, Ms. Downey and Ms. Kreuzer noted several scrivener errors. After Ms. Downey made a motion, seconded by Ms. Kreuzer, the Committee voted 5-0-0 to approve the minutes, as amended.

3. Review and approval of the proposed engagement agreement with Pustola Associates for a structural review of the Havemeyer Building

- After his introduction to the Committee in its March meeting, Mr. Pustola prepared a draft of the engagement letter with Pustola Associates. The draft was circulated to Committee members before today's meeting.
- Mr. Pustola took a variety of questions and comments from Committee members on the draft pertaining to the scope and the cost of the analysis.
- As mentioned previously, the total proposed cost is fixed just slightly below \$25,000. This figure is the limit for any engagement entered into by the Town pursuant to the extant service contract (#7215 in this case) without a prior request for proposals. Helpfully, the cost would cover not only the structural

assessment. Pustola would also prepare and provide the Town with a 'Building Information Module.' The so-called BIM would allow for possible structural changes to be analyzed on the computer before being done physically, and this technology is becoming the standard for building drafting and design.

- After broad discussion, Committee members were impressed by Mr. Pustola's responses and ultimately satisfied with the changes in the draft. Mr. Pustola indicated that he would return the draft engagement letter, as amended, the following week to Mr. Duus. Mr. Duus will circulate the draft as amended to the Committee for their prompt review prior to his execution of the agreement for review and signature.
- Mr. Pustola indicated that he will coordinate with Dan Watson, Director of Facilities for the Greenwich Public Schools, will provide an update for the Committee in its May meeting, and hopes to have the full analysis completed within two months.

4. Scheduling of day/time for the May Committee meeting

- The Committee scheduled its next meeting as a webinar on Thursday, May 4, at 8:30 am.

5. Adjournment

- Upon a motion from Mr. Kelly, seconded by Ms. Kreuzer, the Committee voted 5-0-0 to adjourn the meeting, and the meeting was adjourned at 11:19 am.

Respectfully Submitted,



Andreas Duus III, Committee Chair

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