Minutes of the PCPLD Building and Grounds Committee

Tuesday March 27, 2018

4:00 p.m.

Mercedes McGowan Board Room

1. Call to Order–Committee Chairperson Asad Khan called the meeting to order at 4:03 p.m.

2. Roll Call–Trustee Khan, President Prosser, Executive Director Debra Stombres, Maintenance Manager Bill Slayton and Administrative Assistant Deborah Muscarello

3. Update on HVAC–Bill updated the committee–The HVAC installation is complete, we are waiting on dryer weather to repair some small holes in the roof and to caulk the dampers. The punch list will then be signed off on and the Village will give the final inspection. We will withhold the final payment for a few months after the inspection to be assured there are no more issues.

4. Update on Recording Studio–Debra updated the committee–The Board has chosen a vendor "Accurate Acoustics", they will work with our maintenance team to finish the studio. The work may be done by April 15th for the Trustees Open House.

5. Update on Glass Walls–Debra updated the committee–Monday April 2nd the project will be started, the Café and Studio will be demoed, we are working around the April 15th Trustees Coffee, the target date to compete is May 7th.

6. Update on LED lighting–Patrick Electric has been taking contractors through the Children's department in order to survey our lighting options.

The Bridge–Bill distributed a report and discussed with the committee. The Bridge is structurally sound, there is a concern about the water in the retaining wall. The recommendation is not to do anything until it is totally dry, at that time concrete contractors can come and assess any repairs that may need to be done.

The Chiller–Bill advised the committee the chiller will need to be replaced in the budget for fiscal year 2019–2020.

7. Set date for the next meeting–July 25th, 2018

8. Adjournment–4:33 p.m.

Asad Khan	Deborah Muscarello
Committee Chairperson	Administrative Assistant