



TOWN OF OLD LYME

www.oldlyme-ct.gov

OFFICE OF EMERGENCY MANAGEMENT

52 Lyme Street
Old Lyme, CT 06371
Tel. (860) 434-1605 x231
Fax: (860) 434-4135

Boughton Road Emergency Operations Center Expansion Project Committee Special Meeting Meetings Thursday, January 8, 2026

Committee members present: Dave Roberge (DR), Mike McCarthy (MM), John Duddy (JD), Tish Kirk (TK), Ray Zelek (RZ), Bonnie Reemsnyder (BR), There was a quorum present.

Others: Matt Glaser (MG), Newfield; Erik Olsen (EO), TOL Buildings; Steve Nuhn (SN), Sound Computers; First Selectwoman Martha Shoemaker, ex-officio (MS).

1. **Call to order:** The meeting was called to order by DR at 5:07 PM.
2. **Public Comment:** None
3. **Approve Meeting Minutes of 12/11/25:** DR made a motion to approve the minutes of 12/11/25. Seconded by TK. So voted unanimously.
4. **Matt Glaser:** Discussion of Punchlist Items, including:
 - Heat Trace Installed, controller is in vestibule
 - False panel above microwave installed
 - Closet shelving to be done soon
 - Discussion on screen paint – all agreed it was acceptable the way it is
 - DR pointed out some cracks in sheetrock in corners of some rooms. MG agreed that this falls under workmanship warranty and he would have it addressed.
 - MG stated that he would reach out to us right before the end of the warranty period (around mid-Oct. 2026) to do a walk-through.
 - Final retainage bill of \$58,674.09 was presented. EO agrees on final amount according to his records. TK made a motion to approve payment of \$58,674.09 for payment. Seconded by BR. Further discussion was had. So voted unanimously.
5. **Other:**
 - SN reported that the clocks will be up tomorrow. He is currently working on the work flow of monitors. Dominion is still working out the phone numbers for the EOC.
 - EO reviewed the budget, indicating that we are under budget, and have approx. \$30k remaining in owners contingency, approx. \$16K remaining in FF & E. There was discussion about a door closer on the door from vestibule to main room. MG said he would see to it that a closer is installed on it. DR indicated there is no reason for a meeting in one week (the regular scheduled meeting), and requested that we have one on Jan. 28th at 5 PM. This would be a special meeting.

- BR presented options for framing of some very old documents, as well as a print of a 9-11 flag that DR has saved for this purpose. She shared the quotes and details for framing and there was discussion. DR indicated there was money in FF & E for this. The total was approx. \$1500 for framing three items. TK made a motion to approve up to \$1500 for the framing of the three items. Seconded by JD. So voted unanimously.

6. Adjourn: DR made a motion to adjourn at 6:11 PM, seconded by TK. So voted unanimously.

Respectfully submitted,

Bonnie Reemsnyder