1. CALL TO ORDER
The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, August 18, 2016, at 7:01 p.m. at the Grange.

2. Attendance and Appointment of Alternate(s)
Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Roy Parker, Daniel Alexander, Phil Barlow, Chuck Smith, Erik Dill, Vincent Garofalo, and Al Howat.

Absent Member(s): Tiffany Quinn-Parks and Rec Liaison, Tracey Gionta-BOE Liaison and Sue Link-BOS-Liaison.

Other(s): Jason Ferrisi and David Stein-Silver/Petrucelli, Denise Dill, Bryan Perry, Paul Wojtowicz, Joseph Desautel and Thomas Romagnoli-Downes Construction Company, Randy Dill-Inlands Wetlands Commission, Jim Ventres-Land Use Administrator, Crary Brownell-Planning and Zoning Commission, Ron Turner-Facilities Director (departed 7:19 p.m.), Will Walter-BSC Group, Bob Casner (arrived 7:31 p.m.), and Ruth Ziobron-Recording Secretary.

3. Approval of Meeting Minutes
   A. August 11, 2016
   Motion by Mr. Blaschik to approve the August 11, 2016 meeting minutes as amended. Second by Mr. Smith and unanimously passed.
   -Page 1, section 1, add “The meeting agenda had indicated the incorrect building. A note was placed on the Grange door indicating the meeting would take place at the Middle School which caused the meeting to start late.”
   -Page 4, section C. second line change “CMC” to “CMR” and after “AIA” add “agreement”.

4. Old Business
   A. Silver Petrucelli & Associates
   Silver Petrucelli will further develop the schematic plans based on the Space Planning Committee meetings’ discussions and will meet with the building officials to confirm bathroom fixture requirements.

   Will Walter-BSC group, reviewed the Conceptual Schematic Site Plan. It is filed at the Selectman’s Office.
   -Number of parking spaces will need to be determined by the committee. It is currently based upon the gym capacity. Adding spaces would increase impervious surfaces and could require the need for a detention basin. Reinforced turf could support overflow parking.
- The proposed outbuilding location will need to be changed to accommodate backing trucks into the garage with trailers.
- Ray Sima-Certified Well Installer reviewed the site with Mr. Ventres. A yield test and usage calculations will determine how many wells would be required. Mr. Walter stated the DPH had records of the existing wells and there would be significant permitting hurdles for their usage. The existing well’s condition had greatly deteriorated over the past eight years. Mr. Barlow questioned why a new well was not a part of the original scope of services. Mr. Blaschik stated Silver Petrucelli located the Town Clerk’s Office and vault over the 2nd well. Mr. Stein explained the floor plan needed to be developed before a Civil Engineer could be involved and that the original schematic design did not cover the second well.
- Mr. Vetres noted of possible septic reuse. Capacity verses demand will need to be reviewed. A certified septic consultant will be hired. Liz Davidson-Chatham Health District will need to review them for code compliance. Mr. Ventres reviewed the 1998 and 1970 septic documentation with her and will share his documentation with Silver Petrucelli.
- It was noted there was power onsite and it was not necessary to provide a generator.
- Mr. Ventres will share the 2010 survey by Bogiovanni and Silver Petrucelli will ask him to re-stamp it.
- Mr. Parker requested the removal of the bump outs on the schematic site plan noting they required additional work when plowing snow.
- Mr. Ventres reviewed the Planning and Zoning timeline and requirements.
- The Department of Transportation has not approved the new entrance. Mr. Stein does not expect approval time to be significant because it was an improvement over the current entrance.

B. Downes Construction
Downes Construction reviewed the project timeline and based on discussions will present a revised timeline at the next meeting. Downes Construction will develop a demolition and abatement package.

C. USDA
There was nothing new to add.

D. Subcommittee Update
The Space Planning Subcommittee met this evening.

E. Bills and Invoices
There were none.

5. General Discussion
There was none.

6. Next Meeting
A. September 8, 2016
Motion by Mr. Blaschik to schedule a special meeting on August 23rd at 6 p.m. place to be determined. Second by Mr. Parker and unanimously passed.

7. Audience of Citizens
Bryan Perry reiterated the importance of space needs for the Board of Education on the schematic plans.

8. Adjournment
Motion by Mr. Parker at 8:39 p.m. to adjourn. Seconded by Mr. Smith and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary