1. CALL TO ORDER
The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, June 22, 2017 at 7:00 p.m. at the Grange.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)
Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Phil Barlow, Roy Parker, Al Howat, Chuck Smith and Charlie Dickinson.

Absent Member(s): Erik Dill, Maryjane Malavasi, Harvey Thomas, Tracey Gionta (BOE), Tiffany Quinn (P&R), Jim Ventres (Land Use Administrator), and Sue Link (BOS).

Other(s) First Selectman Emmett Lyman, Paul Jorgenson, Thomas Romagnoli, Scott Scholl (Downes Construction), Ron Turner (Facilities Director), Todd Gelston (arrived 7:12 p.m.), Lance Lusignan and Terri Dickinson (Recorded meeting with digital recorder).

Mr. Dickinson was seated for Mr. Dill.

3. APPROVAL OF MEETING MINUTES
   A. June 8, 2017
   Motion by Mr. Blaschik to approve the June 8, 2017 meeting minutes as amended. Second by Mr. Parker.
   - Under General Discussion correct spelling of “Shea”.

   Favor: Mansfield, Barlow, Parker, Howat, Dickinson
   Oppose: None
   Abstain: Blaschik and Smith

   Motion passed.

4. OLD BUSINESS
   A. Silver Petrucelli & Associates
   Mr. Romagnoli reported that they were up to date with field changes and submittals.

   B. Downes Construction
   The following document was reviewed by Mr. Scholl and is filed at the Selectman’s office.
   - dated 6/22/17 Downes Construction Bullet points for discussion.

   The Ray building demolition debris has been removed from site. The exterior brick wall of the Ray building will require temporary bracing for final demolition.
RFI #5: There is a load bearing wall issue in the Hale building, requiring a change order for approximately $26,000 plus a new $5,000 beam. The Owner’s Subcommittee revised this RFI in detail and voted to recommend to the committee a not to exceed amount of $31,000.

RFI#49: The exterior wall located at the front entrance is tied into the existing stair well and wood roof structure. Both the roof and the stairwell are to be removed and will compromise the integrity of the existing exterior wall requiring a change order to brace the existing wall for approximately $8,500. The Owner’s Subcommittee voted to recommend the committee a not to exceed amount of $10,000.

Soil sampling near the outbuilding found old tires, concrete chunks and garbage requiring approximately $39,000 to provide suitable fill for the structure based on an original estimate of needing 4 feet of excavation and fill. It has been determined that the debris may go as deep as 8 feet. The Owner’s Subcommittee recommended waiting for further investigation of options available for this item.

Motion by Mr. Smith to approve RFI#5 for not to exceed $31,000. Second by Mr. Blaschik and unanimously passed.

Motion by Mr. Blaschik to approve RFI#49 for not to exceed $10,000. Second by Mr. Howat and unanimously passed.

C. USDA
Mr. Mansfield reported the USDA was pleased with the paperwork and level of preparation by Downes Construction.

The $7,800 Fuss and O’Neill work will need to be written in an amendment to the AIA contract and resubmitted to the USDA. This will not slow down the project.

The USDA has approved Amendments #1 and #2 for Silver Petrucelli.

At the last meeting the committee approved Amendment #4 for Silver Petrucelli’s reallocation for geotechnical work however it should have been classified as Amendment #3. The USDA will indicate that there is no Amendment #3.

D. Bills and Invoices
Motion by Mr. Howat to approve invoice #17-1243 for Silver Petrucelli in the amount of $6,330.51. Second by Mr. Barlow and unanimously passed.

5. GENERAL DISCUSSION

A. Plaque Inventory/Dedication
Mr. Parker has provided pictures and dimensions of the plaques stored at the Historic Society Museum.

Mr. Mansfield reviewed conversations with Eversource regarding grant energy incentives.
Mr. Mansfield presented the MOBC quarterly update at the June 21, 2017 Board of Selectman’s meeting.

At the last meeting, Mr. Gelston had obtained documentation from the Town Building department. Mr. Mansfield explained the information was not complete. He stated the signature pages for the AIA contract was not included. Mr. Mansfield stated it was an AIA contract between Downes Construction and Niram. It was included in the demolition permit submitted to the town. He stated the documentation was not anything that the town had signed. He stated First Selectman Lyman had signed certificates around the demolition and items included in the packet related to Eversource. Mr. Mansfield explained the town owned the account for Eversource and it was not related to the committee, it was to terminate the old service which is under the town’s name. Mr. Scholl noted no contracts had been turned over to the town yet.

Mr. Romagnoli reviewed propane tank options.

Ms. Shea will be provided fence color options.

6. NEXT MEETING
   A. July 13, 2017
The next scheduled meeting is Thursday, July 13, 2017 at 7 p.m. at the Grange.

7. Audience of Citizens

Mr. Gelston asked if there had been any inspections since the last meeting. Mr. Scholl replied Mr. Garofalo had inspected work today. Mr. Mansfield explained Downes Construction has a site superintendent to ensure that the product is installed correctly. Silver Petrucelli provides weekly field reports and review their specifications with Downes Construction. Additionally, the Town Inspector, Vinny Garofalo reviews and signs off on work for the project. Mr. Scholl added that Downes Construction also had an inspection agent which provided test reports. Mr. Mansfield stated in addition, the town would be required to hire a Commissioning Agent to be responsible for commissioning and testing all mechanicals. There is funding in the budget for a Commissioning Agent.

Mr. Gelston questioned if Mr. Garofalo provided his inspection in writing to which Mr. Mansfield replied yes. Responsive to a question by Mr. Gelston, Mr. Mansfield stated he received Silver Petrucelli’s inspection reports and Silver Petrucelli reviews any critical findings with the committee at each meeting. These reports are also part of the project documentation at the town hall.

Responsive to a question by Mr. Mansfield, Mr. Gelston stated he was concerned with the building inspector working part time. Mr. Mansfield explained that Mr. Garofalo was totally responsible for the Municipal Building project from start to finish. Mr. Mansfield confirmed with Mr. Scholl that when an inspection is necessary, Mr. Garofalo is always present. Mr. Garofalo is on site early morning and later afternoon and works around construction
inspection times. Mr. Mansfield stated Mr. Garofalo has been more than accommodating to be available for the project.

Responsive to a question by Mr. Lusignan, Mr. Mansfield reviewed the contingency funds, owner costs, add-alternate options and project budget. Currently the project is on budget.

8. ADJOURNMENT

Motion by Mr. Blaschik at 7:48 p.m. to adjourn. Seconded by Mr. Parker and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary