

**Minute of the Meeting  
Municipal Facility Building Advisory Group  
Special Meeting  
May 15, 2014 7:00 PM  
Location: East Haddam Grange  
DRAFT**

**Attendees:**

**Edward Blaschik-Committee Member (ECB)**  
**David Morrison – Committee Member (DM)**  
**David Nelson – Committee Member (DN)**  
**Karan Conover – Committee Member (KC)**  
Craig Mansfield- Director of Facilities (CM)  
James Ventres – Land Use Administrator (JV)  
**BOLDED NAMES ARE VOTING MEMBERS**

**Call to Order:**

Meeting was called to order at 7:07 PM

**Approval of Agenda:**

Motion by ECB, seconded by KC to approve the agenda. Motion passed unanimously.

**Election of Chairman and Secretary:**

A brief discussion was held around the election of a new Chairman and Secretary. At this point the group chose to table the item until a future meeting when all members were present and alternates have been appointed. CM was asked by group to chair meeting.

**Project Scope:**

Discussion was held on the scope of current project. Concerns were raised about demoing the Ray part of the building. After some discussion the group agreed that more information was needed before any recommendations could be made around whether or not to tear the Ray section down.

The group discussed the need to complete the environmental studies for asbestos and PCB's. Once the testing is done, appropriately adjust the approx. \$1.9 Million that O&G is carrying for an abatement number. Craig provided the group with two proposals he had received to date. At this point the group felt it would be good to get one more proposal and then a recommendation could be made to the BOF for funding. Craig noted the Elementary School Committee will be seeking funding to complete the same studies on the school.

The group briefly reviewed the building layout and general consensus was there is room to fit all of the required groups into the Hale part with some adjustment. DN called out that if the Ray section is

demoed he would like to revisit the possibility of relocating the Town Clerk and vault addition closer to the entrance.

The group reviewed numbers presented by O&G at the last meeting. Concerns of how a \$12.9 million project 3 years ago is now a \$25 Million project. The group discussed the need to look at contracting with additional contractors/estimators to review the project scope and provide numbers for comparison. CM to look into firms that would be able to provide this service and the cost.

**New Business:**

OUTREACH - CM noted that there had been discussion around the importance of letting the community know that all the groups are still active and working on the projects. A one page "Status Update" was presented to the group as a draft for something to be handed out at the budget referendum next week. CM noted that the other working groups had not seen the draft yet. The group reviewed and agreed to let the other groups review so a final product could be created for next Tuesday.

Other

CM provided the group with minutes from the joint ESBAG/ MFBAG meeting held on 4/24/14. It was not on agenda to approve minutes tonight so they will need to be approved at the next meeting.

DN asked if the Town was locked into moving forward with O&G services. CM noted that there would need to be additional discussion between all the groups and BOS on this topic.

**Audience of Citizens:**

No citizens were present

Next Meeting:

The next meeting will be held on May 29, 2014.

**Adjournment:**

Motion by ECB seconded by DN to adjourn at 8:20 PM. Motion passed unanimously.

Submitted:  
Craig Mansfield  
5/16/14