

Town of East Haddam
Municipal Office Building Committee
March 10, 2016
Draft

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, March 10, 2016, at 7:00 p.m. at the Grange Hall.

2. Attendance and Appointment of Alternate(s)

Municipal Office Building Committee Members: Craig Mansfield (teleconference), Edward Blaschik, Erik Dill, Roy Parker, Karen Conover, Phil Barlow, Vincent Garofalo and Daniel Alexander.

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

Other(s): Jared Magoon-Silver/Petrucelli, Denise Dill, Ray Wiley- O & G Industries, and Ruth Ziobron-Recording Secretary.

Ms. Conover was seated for Mr. Smith.

3. Approval of Meeting Minutes

A. February 25, 2016

Motion by Mr. Barlow to approve the February 25, 2016 meeting minutes as presented. Second by Mr. Alexander and unanimously passed.

4. New Business

A. RFP/RFQ Packet Review

Committee members received 9 requests for qualification proposals. Mr. Magoon agreed to send a scoring matrix. Committee members will review the proposals.

5. Old Business

A. Silver Petrucelli & Associates

Committee members will hire a Construction Manager before demolition.

B. USDA Contract

The USDA has requested a construction schedule and a list of values not covered by USDA. Mr. Stein will develop a schedule; however the timeline can't be confirmed until a Construction Manager is hired. USDA funding may cause delays and additional paperwork to the project. The Finance Director is reviewing with the Town Financial Advisor alternative funding options. The pros and cons of USDA funding were discussed.

C. Subcommittee update

The Space Subcommittee had met at 6p.m. and reviewed preliminary conceptual drawings.

D. Bills and Invoices

There were none.

6. General Discussion

There was none.

7. Next Meeting

A. March 24, 2016

Motion by Mr. Blaschik to cancel the March 24th meeting and have a special meeting on March 31st. Second by Mr. Alexander and unanimously passed.

The next scheduled Municipal Building Committee meeting will be Thursday, March 31, 2016 at 7 p.m. at the Town Grange.

8. Audience of Citizens

There was none.

9. Adjournment

Motion by Mr. Parker at 7:15 p.m. to adjourn. Seconded by Mr. Garofalo and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary