

Town of East Haddam
Municipal Office Building Committee
April 14, 2016
Adopted 4/28/2016

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, April 14, 2016, at 7:00 p.m. at the Grange Hall.

2. Attendance and Appointment of Alternate(s)

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Erik Dill, Roy Parker and, Chuck Smith.

Absent Member(s): Karen Conover, Phil Barlow, Vincent Garofalo, Daniel Alexander, 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, Todd Gelston, First Selectman Mark Walter and Ruth Ziobron-Recording Secretary.

3. Approval of Meeting Minutes

A. March 10, 2016

Motion by Mr. Blaschik to approve the March 10, 2016 meeting minutes as presented. Second by Mr. Dill and unanimously passed.

4. New Business

A. Review/Approve scoring matrix

Committee members reviewed, discussed and edited a qualifications scoring matrix. Mr. Parker noted a rubric format would allow for a less subjective rating system. The Construction Manager Subcommittee will meet to revise the qualifications scoring matrix.

B. Discuss submitted RFQ/RFP for Construction Manager Proposals

There was none.

5. Old Business

A. Silver Petrucelli & Associates

Mr. Magoon reviewed the construction timeline.

B. USDA Contract

Mr. Mansfield contacted the USDA yesterday and was informed that funding paperwork had been sent out last week. Silver/ Petrucelli will develop cost estimates using USDA funding and without for comparison purposes. The Board of Finance and the Board of Selectman will be reviewing with financial advisors comparisons of USDA funding and conventional financing for the project. It was noted that the USDA funding rate was 3.6%.

C. Subcommittee update

The Space Subcommittee had met at 6p.m. and reviewed preliminary conceptual drawings. Committee members requested Silver/Petrucelli to validate space need requests. Silver/Petrucelli will schedule meetings with Department heads to inventory and review space need requests.

D. Bills and Invoices

Committee members reviewed the following:

- Halloran & Sage Invoice dated February 10, 2016
- Municipal Facilities Complex Committee Invoice from the Finance Director.

Motion by Mr. Blaschik to approve current expenditures in the amount of \$10,500 for Silver Petrucelli & Associates. Second by Mr. Smith and unanimously passed.

Motion by Mr. Blaschik to approve \$15,719.61 in other costs, legal, recording secretary and CM advertising. Second by Mr. Parker and unanimously passed.

6. General Discussion

There was discussion about nominations for Treasurer.

7. Next Meeting

A. April 28, 2016

The next scheduled Municipal Building Committee meeting will be Thursday, April 28, 2016 at 7 p.m. at the Town Grange.

8. Audience of Citizens

Mr. Gelston asked the committee to identify if the critical path for the project was on schedule to which Mr. Mansfield replied no. Mr. Gelston questioned when the committee expected the critical path to be on schedule. Mr. Mansfield replied it depended on the USDA expectations and the hiring of a Construction Manager. Mr. Gelston voiced concern with the cost of construction increasing as oil prices increased. Mr. Mansfield stated there was a 4% escalated cost incorporated in the budget and that hiring a Construction Manager would expedite the project. Mr. Gelston questioned where the money was coming from to pay current bills. Mr. Mansfield replied the funding was by the town per the approved referendum vote. Mr. Gelston questioned the current estimate cost for project completion to which he was referred to the Finance Director. Mr. Gelston questioned if mold tests had been performed. Mr. Mansfield replied Jared Smith from Fuss & O'Neil had advised against pre-mold testing and that mold tests are not necessary until abatement.

9. Adjournment

Motion by Mr. Blaschik at 7:51 p.m. to adjourn. Seconded by Mr. Parker and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary