

Town of East Haddam
Municipal Office Building Committee
May 12, 2016
Adopted May 26, 2016

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, May 12, 2016, at 7:02 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, Vincent Garofalo, Daniel Alexander, and Tracey Gionta-BOE Liaison.

Absent Member(s): Karen Conover, Chuck Smith, Phil Barlow, Tiffany Quinn-Parks and Rec Liaison, and Sue Link-BOS-Liaison.

Other(s): First Selectman Walter (departed @7:15 p.m.), Denise Dill, and Ruth Ziobron-Recording Secretary.

Mr. Alexander was seated for Mr. Smith.

3. Approval of Meeting Minutes

A. April 28, 2016

Motion by Mr. Alexander to approve the April 28, 2016 meeting minutes as presented. Second by Mr. Blaschik and unanimously passed.

B. May 7, 2016

Motion by Mr. Blaschik to approve the May 7, 2016 meeting minutes as presented. Second by Mr. Dill.

Favor: Mansfield, Blaschik, Dill, Garofalo, Parker

Oppose: None

Abstain: Alexander

Motion passed.

4. Old Business

A. Silver Petrucelli & Associates

David Stein will replace Jared Magoon as Architect for the project. Amanda Cleveland will be the Interior Designer.

B. USDA Contract

The USDA has approved using a Construction Manager at Risk for the project and is in receipt of all requested documentation.

Bill Lindsey, Town Financial Advisor will be attending a Board of Finance and Board of Selectman meeting on May 24, 2016 at the Old Town Hall to discuss the pros and cons of USDA funding.

C. Subcommittee Update

There was none.

D. Bills and Invoices

There were none.

5. New Business

A. Develop interview questions for CM interviews on May 23, 2016

Invitation letters for interviews have been mailed to Downes Construction Company, PDS Engineering & Construction, Newfield Construction, and SLAM Collaborative. Interviews will be held May 23, 2016 starting at 5 p.m. Committee members should arrive at 4:30. Mr. Stein from Silver/Petrucelli has been invited to attend.

Committee members reviewed interview questions.

Committee members will phone references and further develop interview questions prior to the May 23rd interviews.

6. General Discussion

Committee members discussed the project budget estimates.

7. Next Meeting

A. May 26, 2016

There will be a special meeting on Monday, May 23, 2016 at 4:30 p.m. at the Town Grange. Interviews will start at 5 p.m. Committee members should arrive at 4:30.

The next scheduled Municipal Building Committee meeting will be Thursday, May 26, 2016 at 7 p.m. at the Town Grange.

8. Audience of Citizens

There was none.

9. Adjournment

Motion by Mr. Blaschik at 8:16 p.m. to adjourn. Seconded by Mr. Dill and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary