

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
July 14, 2016
Adopted July 21, 2016

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, July 14, 2016, at 7:11 p.m. at the Grange Hall.

2. Attendance and Appointment of Alternate(s)

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Roy Parker, Daniel Alexander, Phil Barlow, Karen Conover, Chuck Smith, and Erik Dill.

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

Other(s): Denise Dill-Town of East Haddam Tax Collector, Forest Anderson, Jason Ferrisi-Silver/Petrucelli, Paul Wojtowicz-Downes Construction Company and Ruth Ziobron-Recording Secretary.

Karen Conover was seated for Vincent Garofalo.

3. Approval of Meeting Minutes

A. June 30, 2016

Motion by Mr. Dill to approve the June 30, 2016 meeting minutes with the following change:

-page 1, last paragraph, 6th line, strike “save” and replace with “safe”.

Second by Mr. Blaschik and unanimously passed.

4. Old Business

A. Silver Petrucelli & Associates

OFI has started removing furniture from Cheshire. Committee members went after this meeting to see the furnishings stored in the gymnasium. Specific furnishings were chosen to fit into the plan documents. Ram board is protecting the gymnasium floor. All gymnasium doors are locked and secure.

B. Downes Construction

Mr. Wojtowicz introduced himself. Mr. Mansfield requested finalization of the guarantee around the schedule. Mr. Wojtowicz stated Downes would guarantee preconstruction phase of 5 months and the construction phase of 10 months. The schematic design phase and USDA could delay the project. Mr. Mansfield noted the Town had a second Construction Attorney on retainer.

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Mr. Mansfield distributed the following documents for discussion and editing. The Construction Subcommittee has reviewed and edited these documents. They are filed at the Selectman's Office:

-AIA Document A133-2009 Standard Form of Agreement Between Owner and Construction Manager as Constructor, dated July 11, 2016.

-AIA Document A201-2007 General Conditions of the Contract for Construction.

Responsive to a question, Mr. Wojtowicz replied the BOE offices were not reimbursable.

A section 11.8 including the preservation of the murals with a contingency for damage, warranty documents and penalty clause will need to be added to the AIA Document A133-2009 Standard Form.

Committee members requested that the timeline include the 8 bay garage.

Committee members agreed to have a Special Meeting on July 21st at the new Middle School Library at 6 p.m. to approve the final drafts to these documents so they can be sent to the USDA.

C. USDA

There was nothing new to add.

D. Subcommittee Update

The Space Planning Subcommittee met before this meeting. Meeting minutes are filed at the Selectman's Office.

E. Bills and Invoices

Motion by Mr. Blaschik to pay \$17,500 for invoice #16-1123 to Silver Petrucelli. Second by Mr. Dill and unanimously passed.

Motion by Mr. Alexander to pay \$17,943.75 for invoice #16-1326 to Silver Petrucelli for furniture relocation to the gymnasium. Second by Mr. Smith and unanimously passed.

5. General Discussion

There were none.

6. Next Meeting

A. July 28, 2016

There will be a Special Meeting on July 21, 2016 at the new Middle School Library at 6 p.m.

The next scheduled meeting is July 28, 2016.

7. Audience of Citizens

Mr. Anderson presented drawings of the VFW Post 336 Wall of Honor. The display would be mounted on a wall. Mr. Anderson will meet with Silver Petrucelli to coordinate these plans into the design documents.

8. Adjournment

Motion by Mr. Smith at 8:15 p.m. to adjourn. Seconded by Mr. Blaschik and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary