

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
September 22, 2016  
Adopted October 13, 2016

**1. CALL TO ORDER**

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, September 22, at 7:00 p.m. at the Grange.

**2. Attendance and Appointment of Alternate(s)**

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Daniel Alexander, Erik Dill, Al Howat, Phil Barlow, Vincent Garofalo, First Selectman Emmett Lyman and Tracey Gionta-BOE

Absent Member(s): Roy Parker, Chuck Smith, Sue Link (BOS), Tiffany Quinn (P&R), Harvey Thomas (BOF)

Other(s) Jason Ferrisi, David Stein, Kenneth Sgorbati (Silver Petrucelli,) Paul Wojtowicz (Downes Construction), Will Walter (BSC Group), Ron Turner-Facilities Director, Beth Dillon and Ruth Ziobron-Recording Secretary.

Mr. Howat was seated for Mr. Smith and Mr. Alexander was seated for Mr. Parker.

**3. Approval of Meeting Minutes**

**A. September 8, 2016**

**Motion by Mr. Blaschik to approve the September 8, 2016 meeting minutes as amended. Second by Mr. Dill and unanimously passed.**

**-page 1, second to last paragraph, last line, change to read “Existing kitchen utilities in the basement area will be capped and not removed”.**

**-page 1 last bulleted item, after “master”, add “key system”**

**Motion by Mr. Blaschik to change the order of the agenda and include a 3a Audience of Citizens. Second by Mr. Barlow and unanimously passed.**

**3a. Audience of Citizens**

Beth Dillon will be working with Silver Petrucelli to design the VFW Post 336 Wall of Honor display.

**4. Old Business**

**A. Silver Petrucelli & Associates**

The following documents were distributed and discussed:

-East Haddam Municipal Offices Schematic Design Submission dated September 14, 2016 prepared by Silver/Petrucelli + Associates, Inc. Committee members will review this document and send edits to Mr. Mansfield by Monday, October 3, 2016.

-East Haddam Town Hall Conversion Mechanical System-Central Boiler and Chiller.

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- East Haddam Town Hall Conversion Mechanical System-Propane Furnaces and Split AC.
- East Haddam Town Hall Conversion Mechanical System-Boiler Plant & Split AC.
- Nathan Hale-Ray Middle School Conversion Schematic Design Submission dated September 14, 2016 including drawings for interior/exterior demolition, schematic floor/roof plans, exterior elevations, vehicle storage building, materials plan, grading, drainage and utilities plan.

Mr. Sgorbati reviewed the advantages and disadvantages of three types of mechanical systems. Energy efficiency verses long term costs, building humidification, oil verses propane and maintenance are important to the committee. The committee requested that the fuel source be the same as used with the generators for the building. Downes Construction will provide estimates at the next meeting.

Will Walter reviewed the exterior site plan. Mr. Barlow requested that the zoning regulations be reviewed before including/removing bump outs or islands to the plans. The septic report will be available at the next meeting.

Will Walter-BSC Group distributed and discussed the following documents:

- BSC Group planting plan.
- Subconsultant Comparison dated September 22, 2016 for Well Design and Permitting, Test Well estimates, by Hydro Dynamic Engineering, Precision Engineering and Sima Drilling. There were no 10% markups by Silver/Petrucelli on these estimates.

Committee members requested information from the DPH as to the required systems for the project. Mr. Walter agreed to schedule a preliminary meeting with the DPH. Committee members requested DPH permitting to be a part of the bid package.

**Motion by Mr. Barlow to approve Precision Engineering to perform the Well Design and Permitting in the amount of \$12,500 and Subconsultant Direct Expense (Lab Fees for Water Testing) in an amount not to exceed \$4,500. Second by Mr. Alexander and unanimously passed.**

**Motion by Mr. Blaschik to approve Sima Drilling's contract for a test well total per foot at the estimate of \$7,210. Second by Mr. Howat and unanimously passed.**

### **B. Downes Construction**

Downes Construction's revised timeline had been sent to the committee for review and will be attached to the AIA contract.

### **C. USDA**

There was nothing new.

### **D. Subcommittee Update**

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There was nothing new.

**E. Public Relations**

Tabled.

**F. Bills and Invoices**

There were none.

**5. General Discussion**

Committee members agreed to review the schematic design and send comments to Mr. Mansfield by October 3<sup>rd</sup>.

**6. Next Meeting**

**A. September 22, 2016**

The next meeting will be October 13, 2016 at 7 p.m. at the Grange.

**7. Audience of Citizens**

Mrs. Gionta suggested contacting the Building Department to determine the type of water supply needed for the project.

**8. Adjournment**

**Motion by Mr. Blaschik at 9:03 p.m. to adjourn. Seconded by Mr. Barlow and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary