

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
October 27, 2016
Adopted November 10, 2016

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, October 27, at 7:00 p.m. at the Grange.

2. Attendance and Appointment of Alternate(s)

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Erik Dill, Chuck Smith, Phil Barlow, First Selectman Emmett Lyman and Tracey Gionta-(BOE),

Absent Member(s): Daniel Alexander, Vincent Garofalo, Al Howat, Roy Parker, Sue Link (BOS), Tiffany Quinn (P&R) and Harvey Thomas (BOF).

Other(s) Jason Ferrisi (Silver Petrucelli), Paul Wojtowicz (Downes Construction), Jared Smith (Fuss and O'Neill), Ron Turner-Facilities Director, Denise Dill, and Ruth Ziobron-Recording Secretary.

3. Approval of Meeting Minutes

A. October 13, 2016

Motion by Mr. Blaschik to approve the October 13, 2016 meeting minutes as presented. Second by Mr. Smith and unanimously passed.

4. Old Business

A. Silver Petrucelli & Associates

Jared Smith explained the scope of the project had changed dramatically and that Fuss & O'Neil did not have the demolition drawings to reference for the current iteration of the project until mid to late September. He explained that at the time the initial inspection was performed in late 2008/2009, it was unknown what specific areas of demolition were required and in what areas of the building. For example, the vault is relocated from the back to the front north corner. He explained that after reviewing existing sample data against the updated demolition drawings, the following would be additional items that may need to be further investigated/sampled.

1. Conduct at least three spatial floor cores in the lower level of the demo portion of the building to determine the presence of sub slab vapor barrier;
2. Conduct at least three spatial floor cores in the lower and upper level bathrooms to determine the presence of thinsets/leveling compounds/vapor barrier under ceramic floor tile;
3. Conduct at least three spatial floor cores in the upper level locker rooms to determine the presence of vapor barrier under shower pans;

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4. Conduct sampling of stair pan infill (potential for lightweight concrete) where stairwells are to be impacted;
5. Dig test pits at the Southwest concrete retaining wall and demo portion of the building to determine the presence of subgrade damp proofing;
6. Check master clocks, speakers, program bells, etc. for asbestos backing material;
7. Review art room area due to reference to kiln;
8. Conduct selective demolition to investigate walk-in freezer for insulation/adhesive materials and exhaust hoods for potential asbestos in the kitchen area;
9. Check for and sample if necessary laminate countertops/backsplash and associated adhesive;
10. Conduct at least three spatial door cores to determine the presence of ACM fire core insulation;
11. Check drinking fountain units for interior insulation materials;
12. Sample chimney brick and mortar for ACM;
13. Check roof hatch scheduled to be removed for caulking compounds;
14. Remove portion or in-hole in at least three locations representative mirrors, signage, etc. to collect samples of adhesives and/or glue daubs;
15. Perform destructive sampling at wet walls and chases where demolition is identified (~ 6 locations) to verify insulation contents that could consist of asbestos insulation and/or mudded fittings;
16. Check within/behind fire extinguisher cabinets / metal lockers for ACM; and
17. Conduct at least three spatial roof cuts for the 1923 and 1986 roofs.

Jared Smith explained the further investigation/sampling would require at minimum, a full day of work for a team of two and additional sample analysis for asbestos (and PCBs in the demo area). Jared Smith stated alternatively, it could be assumed these materials to be present and list them in the specifications, potentially as add alternates so the project would not incur the cost if the materials were not present. Mr. Mansfield questioned why these areas were not included with the 2014 inspection. Jared Smith replied the decision to demo the Ray portion had not been made until after the PCB sampling was completed. Jared Smith explained generally destructive sampling is not performed until there is certainty with demolition drawings. Downes Construction would prefer to rule out abatement specifications prior to starting the

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project. Fuss & O'Neill can have the sampling complete before November 18th at an estimated cost not to exceed \$5,000. Jared Smith reviewed Fuss & O'Neill's construction administration and project monitoring for the project. It is included in Downes Construction's schematic budget. It was noted that item 8 was not necessary because the walk-in freezer was not going to be removed. Committee members stressed the importance of thorough inspection before the project started. Jared Smith was asked if Fuss & O'Neill had performed site calculation for soils. He replied no. Phase 1 testing would be needed if the grounds were being significantly impacted. Mr. Wojtowicz stated the removal of the Ray building was a significant impact. Further investigation will be necessary to determine if phase 1 testing is needed. Jared Smith will research Phase 1 and Phase 2 testing and update the committee.

Ron Turner was asked to coordinate with Dutch Oil the relocation of propane from the propane tank.

Motion by Mr. Smith to approve Fuss & O'Neill's proposal for additional testing not to exceed \$5,000 excluding item 8. Second by Mr. Barlow.

Mr. Blaschik stated of the importance of receiving proposals and materials before scheduled meetings so committee members would have time to review them before the meeting.

Favor: Mansfield, Dill, Smith, Barlow

Oppose: Blaschik

Abstain: None

Motion passed.

Silver/Petrucelli provided the committee links to direct them to the Design Development Submission which is stored in a dropbox, via email. The Drawing set is about 100 pages and the SPECS are about 2600 pages between 2 volumes. Mr. Ferretti stated the documents would help Downes Construction refine their estimate, however there was still coordination necessary to the documents with a December 9th deadline. Mr. Ferretti asked the following:

-Should the 3 safes located in the building be connected to power (State Police, Tax Assessor, Register of Voters). Mr. Mansfield replied they would be built into the alarm to monitor them.

-Alarm system for the panic button for the Tax Assessor and Tax Collector. Mr. Mansfield stated it would trigger a silent alarm to the police in the building and dial out through the alarm panel and be built into the security system.

-ATM. Mr. Mansfield stated the ATM machine was not in the committee's purview, but the documents should provide power and a location for it.

- Mark Knittel will be contacted regarding building WIFI.

-The MDF room will be accessed controlled. There will need to be space in the room for the alarm panels and card access nodes.

-Deb Denette will be contacted regarding vault shelving.

-Mailboxes in the copy room will be new.

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- The Police will need to provide their own audio and video monitoring for the interrogation room.
- A 2 drawer dishwasher will be needed in the break room. The refrigerator and microwave are currently located in the gymnasium and do not need to be purchased. Plan documents need to include electrical and water for the appliances.
- Cat 6 and RJ6 should be provided to all television locations. Amanda will need to discuss with OFI furniture electrical feed requirements.
- Meeting room projectors, television screens etc. will be based on the need and size of the room. Mr. Mansfield requested a Technical Advisor to determine how best to set up the meeting rooms.
- Corridor doors will have magnetic props.
- Power and infrastructure for technology will be provided in all conference spaces for future use.

It was noted that it was the committee's charge to provide space for everyone in the building and that not everyone's needs could be provided within the project budget. Items such as operating equipment and shelving are not a part of the project.

Silver/Petrucelli's edited Schematic Design Submission, dated September 14, 2016 and Downes Construction's Schematic Budget dated October 14, 2016 were reviewed.

Mr. Blaschik stated the plumbing equipment, propane fired hot water heater needs to be changed to electric hot water systems. Mr. Blaschik questioned expenses in the budget for the elevator. Mr. Wojtowicz explained it was listed as an undefined scope. Mr. Blaschik asked Mr. Ferrisi to verify if a fire curtain on the stage was a requirement. Mr. Blaschik suggested the refinishing and restriping of the gymnasium floor be an add-alternate. Once the design documents are complete, committee members will review the budgeted line items to determine which items could be add-alternates, in order to keep the project on budget. Mr. Barlow questioned if there would need to be geo tech borings. Mr. Ferrisi replied yes for the out-building and that he was unsure for the addition. Mr. Barlow requested recommendations for pavement bases when the geo tech borings are performed.

Motion by Mr. Blaschik to approve Silver/Petrucelli's Revised Schematic Design Submission, dated September 14, 2016. Second by Mr. Smith and unanimously passed.

Motion by Mr. Blaschik to approve Downes Construction's Schematic Budget dated October 14, 2016. Second by Mr. Smith and unanimously passed.

The committee requested Will Walter to attend the next meeting for an update. Mrs. Varricchio will be contacted for an update on the OFI invoice.

B. Downes Construction

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Downes Construction will be submitting an invoice tomorrow for approval at the next meeting. The budget based on the design documents will be provided at the November 10th meeting and approved at the November 17th meeting.

C. USDA

There was nothing new.

D. Subcommittee Update

There was nothing new.

E. Public Relations

There will be a public hearing on the project in December.

F. Bills and Invoices

There were none.

5. General Discussion

Mr. Mansfield stated the town should renegotiate the interest rate from the USDA funding.

Mr. Turner questioned if there were any environmental concerns for the furniture stored in the gymnasium. Mr. Mansfield replied only the televisions should be stored elsewhere.

6. Next Meeting

A. November 10, 2016

The next meeting will be November 10, 2016 at 7 p.m. at the Grange. There is a regular meeting scheduled November 17, 2016 at 7 p.m. at the Grange.

7. Audience of Citizens

There was none

8. Adjournment

Motion by Mr. Blaschik at 8:09 p.m. to adjourn. Seconded by Mr. Dill and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary