

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
December 8, 2016  
Adopted December 22, 2016

**1. CALL TO ORDER**

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, December 8, 2016 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, Roy Parker, Al Howat, and Tracey Gionta-(BOE).

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

Other(s) First Selectman Emmett Lyman, Paul Wojtowicz and Thomas Romagnoli (Downes Construction), David Stein (Silver Petrucelli), Ron Turner-Facilities Director, Jared Smith (Fuss & O'Neill), Charlene Riling, Terri Dickinson, Charlie Dickinson (recorded meeting with a digital camera), Forest Anderson, Beth Dillon and Ruth Ziobron-Recording Secretary.

Al Howat was seated for Vinny Garofalo.

**3. Approval of Meeting Minutes**

**A. November 17, 2016**

**Motion by Mr. Blaschik to approve the November 17, 2016 meeting minutes as presented. Second by Mr. Dill and unanimously passed.**

**4. Old Business**

**A. Silver Petrucelli & Associates**

The following documents were reviewed and are filed at the Selectman's Office.

- Email regarding changing the curbing from concrete to asphalt from Silver Petrucelli's civil team.
- Precision Engineering document from Christopher Till dated December 2, 2016 stating based on his experience with similar projects that the CTDPH would not allow the continued use of the existing wells and they would require the construction of a new non-community public water supply system.
- State of Connecticut Dept of Transportation document from Mr. Rob Pichkney dated November 28, 2016.
- Fuss & O'Neill document dated November 21, 2016 regarding Construction Administration/Project Monitoring Services for an estimated total cost of \$71,950.00.

There was concern for the look and feel of the garage during the Planning and Zoning Commission Hearing. Committee members suggested an artist rendering to demonstrate how the proposed landscape, different doors, brick or stone base would

change the appearance. Silver Petrucelli will work with the garage design to meet the Planning and Zoning requests, to be presented at the December 13<sup>th</sup> meeting. Changes to the garage may bring the project over budget, so it may need to be bid-alternate. If approval is significantly delayed, it could impact the permitting process.

At the last meeting the committee discussed changing the curbing from concrete to asphalt. The current design is all concrete. Mr. Stein referred the change to Silver Petrucelli's civil team and they recommended the following: "We never recommend bituminous curb for the obvious maintenance and longevity issues. However, if bituminous curb is chosen, there is very little cost impact between cape cod and standard. We also strongly recommend keeping concrete curbing adjacent concrete sidewalk. Concrete sidewalk adjacent bit curb will crack and deteriorate at the back edge of curb since the back edge is not a square edge. We recommend the following: 1) Keep all curbing adjacent concrete walks as monolithic concrete curb; 2) All other curb locations call out cape cod bit as base bid and concrete as add alt. Concrete will be less expensive as an add alt than a change order during construction should money become available." Mr. Wojtowicz questioned the necessity of all the curbs on the plans and if some could be eliminated suggesting the elimination of the curbs at the south west entrance and north side; because the south west entrance has a drainage swale and the north side has grass pavers (\$15,600 savings). Mr. Stein stated the curbing was in the Planning and Zoning application and changes would need to be adjusted in the submission and suggested making it a bid alternate. The committee agreed to stay with concrete and not eliminate any curbing.

Mr. Blaschik questioned Precision Engineering's Christopher Till's statement that the CTDPH would not allow the continued use of the existing wells and they would require the construction of a new non-community public water supply system. Mr. Blaschik stated the ruling did not come from the State. Mr. Blaschik requested that a formal application with the current well be submitted to the CTDPH. Mr. Blaschik stated he had not heard of failures with the water quality in the well and that the classification of the well for the town office project would be the same classification, non-community well, as for the school. Mr. Blaschik stated the violations cited were minor. Mr. Barlow questioned how difficult it would be to ask if the current well would suffice for the project. Mr. Stein replied they would not give an informal decision and that they required a full redesign and submit with the current well. Mr. Smith stated the two issues addressed in the report could be minor repairs and questioned if they were fixed if the well would be approved by the CTDPH. Mr. Blaschik stated there was no documentation indicating failed water quality issues with the current well. The current water system was registered with the State as a non-community water system and tested regularly as a school". "

Mr. Stein suggested having discussions through Chatham Health. Mr. Turner will research documentation held at Board of Education Office about the well. Mr. Blaschik noted there would be a cost associated with abandoning the current well. Mr. Mansfield stated in order to maintain a public water system; there were testing and inspection requirements, none of which had been done since the building had been abandoned. Mr. Mansfield will contact Liz Davidson from Chatham Health to

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discuss potential approval of the current well. Classification of the well will need to be determined as existing or expanding, and if it is existing; if one well can be used.

Deb Denette is recording secretary for the Board of Finance meetings. The Board of Finance pays her in a fund because she does not take the money. Deb Denette would like to donate these funds to purchase an outdoor sign for the project. Mr. Mansfield requested that a location and electrical be included in the plan documents.

Jared Smith reviewed the Fuss & O'Neill proposal. Mr. Blaschik questioned if the proposal included laboratory testing. Mr. Smith replied yes. Mr. Howat asked what was included in the daily log sheet. Mr. Smith replied contractors sign in sheets, summary of day and daily activity. Mr. Barlow asked Mr. Stein if it was normal to have an Environmental Consultant on site for 40 days. Mr. Stein replied yes.

### **B. Downes Construction**

Downes Construction emailed committee members the following for review: It is filed at the Selectman's Office:

-Downes Construction Company Memorandum dated November 14, 2016 follow-up to the East Haddam Building Committee. Updated December 1, 2016.

Mr. Wojtowicz reviewed the preliminary schedule.

The murals were reviewed by John Canning. He recommends keeping them in place and protecting them with rice paper and a layer of peg type boards. Once the project is complete, the murals will be washed, cleaned, and sealed at an estimated cost of \$5,000-\$10,000. The wooden plaques on the murals will remain.

Mr. Wojtowicz stated investigation determined the need for re-screwing of the subflooring and some of the flooring may need to be replaced.

### **C. USDA**

Downes Construction met with USDA to discuss the project. Mr. Mansfield stated the USDA did not realize that all the paperwork had been submitted for approval and some of their required paperwork cannot be filled out yet. Mr. Stein will be submitting a full set of prints to the USDA. The USDA rate is 3.65%. The Town's Financial Advisor is researching other loan options for a lower interest rate. The USDA would attend the bid openings.

### **D. Subcommittee Update**

There was nothing new.

### **E. Public Relations**

An article about the project will be submitted in the East Haddam News in December.

There will be an Informational Public Hearing on January 12<sup>th</sup>, 2016 at 7:30. The regular meeting will start 6:00 p.m.

## **F. Bills and Invoices**

**Motion by Mr. Barlow to approve Silver Petrucelli's invoice #16-2191 dated 11/01/2016 in the amount of \$96,800. Second by Mr. Smith and unanimously passed.**

**Motion by Mr. Dill to approve Silver Petrucelli's invoice #16-2398 dated 12/1/2016 in the amount of \$41,250. Second by Mr. Smith and unanimously passed.**

## **5. General Discussion**

Vinny Garofalo has resigned from the committee.

**Motion by Mr. Blaschik to recommend to the Board of Selectman that Al Howat fill the vacancy created by Mr. Garofalo's resignation. Second by Mr. Parker and unanimously passed.**

Mr. Stein will be presenting final demo documents with a general overview of what has been added or changed at the December 22<sup>nd</sup> meeting. Committee members will need to approve the plans in order to stay on schedule.

## **6. Next Meeting**

### **A. December 22, 2016**

The next meeting will be December 22, 2016 at 7 p.m. at the Grange.

## **7. Audience of Citizens**

Ms. Dillon questioned if the VFW Wall of Honor was included in the design. Mr. Stein replied yes. Silver Petrucelli will work with VFW representatives to design the Wall of Honor.

Mrs. Dickinson questioned if the well had been tested. Mr. Mansfield replied no and that he would be asking Chatham Health if they could test it.

Ms. Riling suggested user friendly site navigation on the Town website to review meeting minutes. Responsive to questions by Ms. Riling, Mr. Mansfield replied the USDA had said the incorrect forms had been submitted, but they were incorrect because the USDA did not realize/forgot they had been sent packets of information. The Town Attorney showed them the packets which had been submitted which had included the forms which they were looking for and reminded them that the project was a Construction Manager at Risk project verses a General Contractor. Mr. Mansfield stated there were still about 4 forms which needed to be completed for them (will not delay the project). Downes Construction met with the USDA last week. Ms. Riling suggested user friendly summary reports for the project on the Town website. Mr. Mansfield stated that would be the purpose of the Public Information meeting. Mr. Mansfield stated he did not believe creating another report

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for the project would get any information out any better than it does today. Ms. Riling requested a bimonthly/monthly status report.

**8. Adjournment**

**Motion by Mr. Blaschik at 8:40 p.m. to adjourn. Seconded by Mr. Parker and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary