

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
December 22, 2016
Adopted January 12, 2017

1. CALL TO ORDER

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, December 22, 2016 at 7:01 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, Tracey Gionta-(BOE), Harvey Thomas (BOF).

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

Other(s) First Selectman Emmett Lyman, Paul Wojtowicz, Scott Scholl, and Thomas Romagnoli (Downes Construction), David Stein (Silver Petrucelli), Ron Turner-Facilities Director, Denise Dill and Ruth Ziobron-Recording Secretary.

Al Howat was seated for Vinny Garofalo.

3. Approval of Meeting Minutes

A. December 8, 2016

Motion by Mr. Blaschik to approve the December 8, 2016 meeting minutes as amended. Second by Mr. Smith and unanimously passed.

-page 2, 3rd paragraph, 17th line, strike “fee” and replace with “cost”.

-page 2, 3rd paragraph, 15th line after “well” add “The current water system was registered with the State as a non-community water system and tested regularly as a school”. ”

4. Old Business

A. Silver Petrucelli & Associates

The project has been approved by the Planning and Zoning Commission. Mr. Stein requested an official copy of the motions.

Mr. Mansfield and Mr. Ventres met with Fuss and O’Neill on December 16, 2016 to review tank locations and demolition plans. They also met with a sign company to review the specifications for signage to be included in the documentation.

Mr. Mansfield and Mr. Ventres met with Chatham Health on December 16, 2016 to discuss reuse of the existing wells. Chatham Health advised the wells can be reused. Mr. Mansfield and Mr. Ventres discussed the reuse of the wells with a representative of the State of Connecticut DEPH and that reuse would require the resubmittal of the Public Systems Screen form as a reactivation of a water system. New holding tanks, pumps and mechanicals will be required for the project. The old steel holding tank

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will need to be decommissioned and included in the plans. BSC Group will be updated on these changes to the design.

Silver Petrucelli met with Mark Knittel to discuss the IT package for the design.

Silver Petrucelli has submitted 98% of the phase 1 plans which includes demolition, windows and associated exterior doors, hazardous abatement and HVAC system.

Design discussion:

- Gymnasium ceiling. The floor is to remain. Ceiling will include new lighting, duct work, ceiling tiles, clips and ceiling grids.

- Outbuilding. One bay will be designed for washing vehicles. Trench drains, oil water separator, eye wash, utility sink and small hot water heater will be added to the specifications.

- Hose bibs will be included around the perimeter of the building.

B. Downes Construction

Downes Construction reviewed Fuss and O'Neil's unit costs with PCB tests of 6 other companies. Mr. Wojtowicz stated Fuss and O'Neil was competitive and that he would schedule an appointment to review their bid.

Downes Construction is waiting for USDA approval so they can receive payment for work to date.

C. USDA

Mr. Mansfield and Downes Construction met with the USDA on December 19, 2016. Mr. Mansfield noted USDA delay was due to them not realizing the contract was for a construction manager. They had been reviewing the contract under their checklist for a general contractor. There was contract discussion and a request for changes. These changes were made to the contract, reviewed by the town attorney and resubmitted on December 21, 2016. The USDA agreed to a phased submittal process. Silver Petrucelli submitted 80% demo documents for phase 1. The project can't go out to bid without USDA approval. All documentation is in place for USDA approval of phase 1 to go out to bid. Phase 2 approval by the USDA may extend the timeline. Downes Construction is in contact with the USDA to help expedite phase approvals and stay on schedule.

Mr. Barlow questioned if the budget considered possible delay to the project. Mr. Wojtowicz replied the schedule projected an 11 month project and what needed to be budgeted would be on the finance side. Mr. Wojtowicz stated a month delay on the back end of the project would not change constructability. There was discussion of adding an allowance for overtime in the summer to ensure the critical path would be complete by the projected end date.

D. Subcommittee Update

There was nothing new.

E. Public Relations

There will be an Informational Public Hearing on January 12th, 2016 at 7:30. The regular meeting will start 6:00 p.m. Mr. Mansfield reviewed the Public Hearing announcement which is filed at the Selectman's Office.

The Public Information meeting format was discussed.

Harvey Thomas suggested including in the Public Hearing that the cost to the taxpayer would not exceed the amount approved at referendum and tax consequence to individual tax payers. Mr. Blaschik disagreed with including the tax consequence to individual tax payers noting that cost was approved at referendum and was not any different.

Motion by Mr. Blaschik to schedule a special meeting on Thursday, January 5, 2017 at 6 p.m. at the Grange with the agenda item Review of Public Hearing. Second by Mr. Smith and unanimously passed.

F. Bills and Invoices

Downes Construction will provide an updated invoice at the January 12, 2017 meeting.

5. General Discussion

Mr. Turner will determine how best to handle the current propane tank and will contract directly with the propane company.

Mr. Blaschik questioned if other financing options besides USDA had been reviewed by the town. Mr. Mansfield replied he did not know. Currently the town is locked in with the USDA with a guaranteed rate that can never go any higher than 3.65%. Currently, the USDA is issuing contracts at 2.38%.

6. Next Meeting

A. January 12, 2017

There will be a special meeting on January 5, 2017 at 6 p.m.

The next meeting will be January 12, 2017 at 6 p.m. at the Grange. The Public Information meeting will start at 7:30.

7. Audience of Citizens

There was none.

8. Adjournment

Motion by Mr. Blaschik at 8:11 p.m. to adjourn. Seconded by Mr. Smith and unanimously passed.

Respectfully submitted;

Municipal Office Building Committee, Town of East Haddam

Edward C. Blaschik
Secretary