

Town of East Haddam
Municipal Office Building Committee
Space Planning Sub-Committee
July 14, 2016

1. CALL TO ORDER

The Space Planning Sub-Committee Meeting was called to order on Thursday, July 14, 2016 at 6:18 p.m. at the Grange Hall.

2. Attendance

Space Planning Sub-Committee attendance: Erik Dill, Roy Parker, Edward Blaschik, Chuck Smith (arrived 6:37) and Craig Mansfield.

Other(s): Jason Ferrisi-Silver/Petrucelli, Denise Dill, Deb Denette, Bryan Perry, Paul Wojtowicz-Downes Construction Company and Ruth Ziobron-Recording Secretary.

3. Review questionnaire & Preliminary Floor Plans

Committee members reviewed and edited the following documents which are filed at the Selectman's Office:

- East Haddam Town Hall Floor Plans for the lower and upper levels by Silver/Petrucelli + Associates dated July 14, 2016.
- Nathan Hale-Ray Middle School conversion East Haddam Town Hall listing of offices/rooms based on group, room and square foot area.

The floor plans incorporate furniture from Cheshire and will be updated once OFI provides a written inventory. The demountable walls have been inventoried and are in the plans.

Committee members requested Silver/Petrucelli make the following edits to the floor plans:

- Change the vestibule near the Resident State Trooper so it doesn't jut out and stays within the confines of the building (potential cost savings).
- Move Pupil Services to be closer to the Superintendent's Office.
- Additional Park and Rec storage.
- Include the 8 bay garage.

OFI's written inventory will be complete by the end of the month. Space Planning agreed to meet August 11th to review it.

4. Adjournment

The subcommittee adjourned at 7:11 p.m.

Respectfully submitted;

Erik Dill
Secretary