

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
August 24, 2017  
Adopted September 7, 2017

**1. CALL TO ORDER**

The Regular Meeting of the East Haddam Municipal Office Building Committee was held on Thursday, August 24, 2017 at 7:04 p.m. at the Grange.

**2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)**

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Roy Parker, Al Howat, Chuck Smith, Erik Dill, Maryjane Malavasi, and Tracey Gionta (BOE).

Absent Member(s): Phil Barlow, Harvey Thomas, Tiffany Quinn (P&R), Jim Ventres (Land Use Administrator), and Sue Link (BOS).

Other(s) David Stein (Silver Petrucelli), Scott Scholl and Tom Romagnoli (Downes Construction), Ron Turner, Denise Dill, Vinny Garofalo (Building Official), and Ruth Ziobron.

Mrs. Malavasi was seated for Mr. Barlow.

**3. APPROVAL OF MEETING MINUTES**

**A. August 10, 2017**

**Motion by Mr. Blaschik, second by Mr. Dill approve the August 10, 2017 meeting minutes as amended.**

-under attendance, after "Terri Dickinson", add "(video recorded meeting)".

**Favor: Mansfield, Blaschik, Parker, Howat, Smith, Dill**

**Oppose: None**

**Abstain: Malavasi**

**Motion passed.**

**4. OLD BUSINESS**

**A. Silver Petrucelli & Associates**

Mr. Stein reported the following:

- Submittals and RFIs are up to date.
- The furniture vendor is processing inventory, allocations and design layout.
- Revised site plans are under administrative review by Mr. Ventres.

**B. Downes Construction**

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

- Downes Construction Company Committee Monthly Status Report August 2017.

-Downes Change Order Proposal No. 23 to furnish all labor, materials, tools and equipment necessary for new walls over existing terracotta wall in rooms 144 & 145 in the amount of \$882.00.

-Downes Construction 8/1/17 timeline update.

#### Project Update

- a. Work Completed:
  - Attic stairs.
  - Temporary protection of roof penetrations for AHU delivery.
- b. Work in Progress:
  - Light bollards are being installed.
  - Gym roof is being demolished.
  - Foundations walls on the east/north end of the new addition have been poured, foundations walls are being formed.
  - Retaining walls at the stairs have been poured and the stairs themselves are being poured.
  - Sidewalk on the south side of the building is being prepped.
  - Masonry restoration continues around the building.
  - The mechanical units have been hung in the attic.
  - Ductwork has begun above the stage in the gym area.
  - 2 hour rated CMU wall has started in corridor 155.
- c. Work to start within two weeks:
  - Demo balance of windows.
  - South storefront & gym window installation.
  - Insulate the attic.
  - Install ductwork in the attic.
  - Pour slabs at the new addition.
  - Erect steel at the new addition.

Mr. Scholl reviewed COP#23, #43, #46 and #71. These items were reviewed and approved at the Owner's Subcommittee meeting.

**Motion by Mr. Blaschik to approve COP#23-new walls at rooms 144 & 145, \$882.00, RFI#45. Second by Mr. Parker and unanimously passed.**

**Motion by Mrs. Malavasi to approve COP#43-Delete abrasive nosings, (\$792.00 credit), PR #33. Second by Mr. Blaschik and unanimously passed.**

**Motion by Mr. Blaschik to approve COP#46-Credit temporary fence, (\$7,075.00 credit). Second by Mr. Parker and unanimously passed.**

**Motion by Mrs. Malavasi to approve COP#71-Reconcile spray foam insulation allowance in GMP (\$17,000 credit). Second by Mr. Parker and unanimously passed.**

Mr. Scholl explained the load bearing walls in the Hale Building cost was more than estimated by approximately \$11,000 (COP #8). There were unforeseen conditions because the old bracing landed on the walls that needed to be removed. The Owner's Subcommittee will review COP #8, #14 and #37 at their next meeting.

Mr. Scholl requested approval for Dufford Well Drilling and Pump Services, low bidder for the well scope of work in the amount of \$42,500.

**Motion by Mr. Blaschik to accept the estimate from Dufford Well Drilling and Pump Services dated July 10, 2017 in the amount of \$42,500. Second by Mr. Dill and unanimously passed.**

Mr. Mansfield explained the July 2017 Downes requisition work completion would be adjusted in the next requisition to reflect work completion percentages.

**Motion by Mr. Blaschik to approve application #7 Downes Requisition for July 2017 in the amount of \$596,149.03. Second by Mr. Smith and unanimously passed.**

**D. USDA**

The USDA requested the Town Attorney to sign and certify a few items on the contract. This additional work is being completed.

**E. Bills and Invoices**

**Motion by Mrs. Malavasi to approve the Silver Petrucelli Invoice #17-1623 in the amount of \$15,000. Second by Mr. Dill and unanimously passed.**

Mr. Mansfield informed the committee that there were pending Silver Petrucelli invoices (#17-180 and #17-999) needing approval at the next meeting. Mr. Mansfield will email them to the committee.

Mr. Mansfield noted they were still waiting on a response from the USDA on several addendums that have been submitted and he would follow up.

**5. GENERAL DISCUSSION**

**A. Plaque Inventory/Dedication**

Mr. Parker will invite the Veterans group to attend the next meeting to review the Wall of Honor.

Mr. Mansfield will contact Candy Carle to attend the next meeting. Committee members would like to know if blocking in the wall would be necessary to display artwork.

Mrs. Malavasi stated the East Haddam Community Lions was interested in fundraising engraved markings for the walkway. Committee members discussed options and it was

determined that this may cause delay to the project. Engraving behind the outdoor sign will be proposed to the East Haddam Community Lions.

Mr. Mansfield reviewed the seismic monitor readings which were performed because of neighbor complaints. The seismic monitoring readings were under acceptable levels. Downes insurance company was on site and is reviewing the complaints. Mr. Scholl stated there was testing data for the screener and roller. There are currently 3 neighbor complaints being addressed.

Downes Construction has responded to the FOI request from the Foundation of Fair Contracting of Connecticut for certified payroll for approximately 5 contractors

Downes Construction will provide sample bid specifications for a Commissioning Agent.

Mr. Mansfield reminded the committee of their commitment to perform mold and air quality testing. Fuss and O'Neill's contract should cover all of the required visual inspections but the committee will need to work with them to provide a price for the air quality testing. Mr. Mansfield will follow up with Mr. Smith.

Mr. Mansfield asked Downes to again pass on thanks to Mike Concodello for walking the East Haddam Ambulance and Fire Department through the building site.

Mr. Blaschik asked how security was on site, if there had been vandalism. Mr. Scholl replied there had been no issues.

Mr. Parker suggested purchasing street pole banners for the ribbon cutting ceremony.

A committee member site walk will be scheduled in September.

Mr. Mansfield asked Downes when the right time would be to start to look at bringing back in some of the items that had been value engineered out now that the project was through demolition and the future unforeseen was becoming more limited. Mr. Romagnoli replied they would present some suggestions at the first meeting in September.

## **6. NEXT MEETING**

### **A. September 14, 2017**

**Motion by Mr. Blaschik to schedule special meetings on September 7<sup>th</sup> and September 20<sup>th</sup> at 7 p.m. place to be determined. Second by Mr. Dill and unanimously passed.**

**Motion by Mr. Blaschik to cancel the September 14<sup>th</sup> and 28<sup>th</sup> meetings. Second by Mr. Parker and unanimously passed.**

## **7. Audience of Citizens**

There was none.

**8. ADJOURNMENT**

**Motion by Mr. Dill at 8:12 p.m. to adjourn. Seconded by Mr. Blaschik and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary