

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
July 26, 2017  
Adopted August 10, 2017

**1. CALL TO ORDER**

The Special Meeting of the East Haddam Municipal Office Building Committee was held on Wednesday, July 26, 2017 at 7:08 p.m. at the Middle School Library.

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

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

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

Other(s) Paul Jorgensen (Silver Petrucelli), Scott Scholl (Downes Construction), Ron Turner (Facilities Director-arrived @7:30), Todd Gelston and Ruth Ziobron (Recording Secretary arrived @7:21).

Mrs. Malavasi was seated for Mr. Barlow.

Committee members performed a site walk prior to the meeting.

**3. APPROVAL OF MEETING MINUTES-Tabled**

**4. OLD BUSINESS**

**A. Silver Petrucelli & Associates**

Mr. Jorgensen reported Silver Petrucelli was up to date with submittals and RFIs.

Mr. Mansfield reviewed the furniture estimate and budget line item, and noted the budget fell short by approximately \$20,000.

**Motion by Mrs. Malavasi, second by Mr. Blaschik to move \$20,000 from contingency to the furniture line item. Motion unanimously passed.**

Eversource incentive packages were reviewed by Silver Petrucelli and all required information for both lighting and HVAC have been submitted for review.

**B. Downes Construction**

The following documents were reviewed and are filed at the Selectman's office.  
-Downes Construction Company Monthly Status Report for July 2017.

It was noted the site plan would require administrative review by Mr. Ventres for the changes to lighting and paint color changes.

The Owner's Subcommittee reviewed the change orders during their meeting.

**Motion by Mr. Blaschik to approve COP#30 reduction of garage wall heights, reduction of installation of metal panels, VE #15 and #16 for a credit of \$40,000. Second by Mr. Howat and unanimously passed.**

**Motion by Mr. Howat to approve COP #37-Modify Existing Steel Beam at Corridor 152, RFI #59, \$15,000. Second by Mr. Smith and unanimously passed.**

Responsive to questions by Mr. Howat, Mr. Scholl reviewed the Verizon bill included in Downes's requisition for June 2017.

**Motion by Mr. Dill to approve Downes's requisition for June 2017 in the amount of \$484,545.31. Second by Mrs. Malavasi and unanimously passed.**

#### **C. USDA**

Mr. Mansfield has received email confirmation that they are processing Fuss & O'Neill's addendums to the AIA contract.

#### **D. Bills and Invoices**

Committee members reviewed the invoices from Silver Petrucelli and Fuss and O'Neill noting in some cases they were difficult to follow.

**Motion by Mr. Smith to approve the Silver Petrucelli invoice #17-1383 dated 7/1/17 in the amount of \$24,000. Second by Mr. Parker and unanimously passed.**

**Motion by Mrs. Malavasi to approve the Fuss and O'Neill invoice #0015887 in the amount of \$9,915. Second by Mr. Blaschik and unanimously passed.**

**Motion by Mr. Smith to approve the Fuss and O'Neill invoice #15811 dated June 20, 2017 in the amount of \$26,023.75. Second by Mr. Dill and unanimously passed.**

### **5. GENERAL DISCUSSION**

Mr. Mansfield reported a neighbor had complained about vibrations from the dirt sifter. This issue is being reviewed by Downes and the Town.

Mr. Mansfield will be sending committee members a draft project update article for the East Haddam news for review.

A landing is required at the top of stairs when the rise is above 12 feet. The stairs into the attic's rise is 12 feet 5 ¼ inches. Mr. Mansfield stated a modification request would be submitted to the State of Connecticut Building Department to allow it to stay in place.

**A. Plaque Inventory/Dedication**

The Plaque Inventory subcommittee will inventory new and old plaques and work with the VFW.

**6. NEXT MEETING**

**A. August 10, 2017**

The next scheduled meeting is Thursday, August 10, 2017 at 7 p.m. at the Grange.

**7. Audience of Citizens**

Responsive to a question by Mr. Gelston, Mr. Mansfield replied the mural was protected in place. Mr. Gelston asked how he could review the inspection records. Mr. Mansfield replied through the FOI process at the Building Department. Mr. Mansfield noted Mr. Garofalo was on site early mornings and late afternoons for inspections.

**8. ADJOURNMENT**

**Motion by Mr. Blaschik at 8:00 p.m. to adjourn. Seconded by Mr. Howat and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary