

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
February 22, 2018
Adopted March 15, 2018

1. CALL TO ORDER

Mr. Mansfield called the regular meeting to order at 7:06 p.m. at the Town Grange.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)

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

Absent Member(s): Maryjane Malavasi, Tracey Gionta (BOF), William DiCristofaro (BOF), Erik Anderson (BOE), Park and Rec Representative (P&R), and Jim Ventres (Land Use Administrator).

Other(s): Scott Scholl (Downes Construction), David Stein (Silver Petrucelli) Ron Turner (Director of Operations), Denise Dill and Ruth Ziobron (Recording Secretary).

3. APPROVAL OF MEETING MINUTES

A. February 8, 2018

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve the February 8, 2018 meeting minutes as amended.

-page 3, COP #232 change amount to \$62,838.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

Silver Petrucelli issued the Certificate of Substantial Completion.

Committee members reviewed wayfinding, directory drawings and signage. Mr. Mansfield and Mr. Turner will review wordings of each sign.

Mr. Mansfield also reminded Mr. Stein that signs are needed for the exterior over the tax drop box and the police call box.

Motion by Mr. Barlow, second by Mr. Blaschik and unanimously passed to approve an amount not to exceed of \$10,000 for the directory.

A quote for the Town Seal on the front of the new addition was tabled.

A lockable cabinet for posting agendas outside the Town Clerk's Office will be purchased.

B. Downes Construction

Municipal Office Building Committee, Town of East Haddam

The following document was reviewed.

-Downes Building Committee Agenda for 02/22/18.

Silver Petrucelli will provide a gymnasium floor painting design for review.

Pricing will be obtained by Mr. Scholl for a row of bushes to be planted along the retaining wall at the front of the building.

Mr. Mansfield noted that the Owner's Subcommittee had reviewed all change orders being discussed.

Motion by Mr. Dill, second by Mr. Parker and unanimously passed to approve COP #3i-Millwork Value Engineering Items, \$0, VE #'s 40, 45, 46a.

Motion by Mr. Parker, second by Mr. Barlow and unanimously passed to approve COP #16-Demo Existing Concrete at Future Toilet Rooms, \$6,044, RFI#33.

Motion by Mr. Barlow, second by Mr. Smith and unanimously passed to approve COP#16a-infill Subflooring at Bathrooms, \$7,766, RFI #33.

Motion by Mr. Parker, second by Mr. Barlow and unanimously passed to approve COP#134-PVC Trim at Windows & Soffit Venting, \$16,444, RFI's 93 & 189.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #200-Shotblast & Level Existing Concrete Flooring, \$11,002, Minerology Report.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #201-Tube Columns at West Canopy, \$2,157, RFI #239.

Motion by Mr. Dill, second by Mr. Parker and unanimously passed to approve COP #204-Saddles for Canopies, \$2,159, SKS-21.

Motion by Mr. Blaschik, second by Mr. Barlow and unanimously passed to approve COP #207-Relocated Door at Opening 001 & 002, \$2,825, PR #66.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP # 209- Wall Rating at Lower Level Ramp, \$2,643, PR #71.

Motion by Mr. Barlow, second by Mr. Blaschik and unanimously passed to approve COP #228-Reduce Door Size in Attic, \$1,160.

Motion by Mr. Parker, second by Mr. Smith and unanimously passed to approve COP #230-Power for Sump Pump, \$820, PR #70.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #240-Sediment Filter for Well System, \$0, Well Allowance.

Motion by Mr. Smith, second by Mr. Barlow and unanimously passed to approve COP #260-State Trooper Lighting, \$2,162, Owner's Request.

Motion by Mr. Parker, second by Mr. Smith and unanimously passed to approve COP #285-Masonry Allowance Reconciliation, \$1,096, Masonry Allowance.

Mr. Mansfield asked Downes if the Handicap entrance was to be painted as part of contract. Mr. Scholl replied it was not. After discussion the committee agreed this needed to be done. Downes agreed to paint the ground level hallway to the elevator and to remove an inappropriate word on the inside elevator door on T&M.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #296-Hardware for Selectman's Door 104, \$1,642, PR #80.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve the Downes application #13 dated 1/31/2018 in the amount of \$762,147.14.

C. USDA-nothing new.

D. Bills and Invoices-nothing new.

5. GENERAL DISCUSSION

The original HB quote did not have microphones included.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve the HB COP#2 for microphones in the amount of \$2,670.

Motion by Mr. Howat, second by Mr. Parker and unanimously passed to approve the HB COP#1 in the amount of \$1,139 for the moving of the televisions.

Committee members reviewed table quotes for meeting rooms.

Motion by Mr. Blaschik, second by Mr. Barlow and unanimously passed to approve an amount not to exceed \$9,000 for 8 tables for the main meeting room from Interscape including delivery and setup.

Town employees are moved in and happy with their new office space.

Mr. Lyman agreed that Public Works will perform the work on the swale located at the back of the building in the spring.

The rock engraving template will be approved at the next meeting.

Dave Carpenter will be thanked for his help in receiving the Eversource grant.

Mr. Dill voiced concern for the safety of the openings at the Tax Collector's window and asked for it to be looked at for possible modifications to decrease the size.

A project update will be published in the East Haddam News.

6. NEXT MEETING

A. March 8, 2018

The next meeting is scheduled Thursday, March 8, 2018 p.m. at the Municipal Office Complex.

7. Audience of Citizens

Mrs. Dill asked if a panic button would be installed at the Tax Collector's Office. Mr. Mansfield replied yes. Additional panic buttons for office areas will be researched. Mrs. Dill asked for covering over the outdoor drop box to prevent water buildup.

8. ADJOURNMENT

Motion by Mr. Blaschik at 8:44 p.m. to adjourn. Second by Mr. Parker and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary