

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
April 12, 2018
Adopted April 26, 2018

1. CALL TO ORDER

Mr. Mansfield called the meeting to order at 6:00 p.m. at the Municipal Office Complex.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)

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

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

Other(s): First Selectman Emmett Lyman (arrived 6:45p.m.), David Stein (Silver Petrucelli), and Ruth Ziobron (Recording Secretary).

Mrs. Malavasi was seated for Mr. Barlow.

3. APPROVAL OF MEETING MINUTES

A. March 22, 2018

Motion by Mr. Blaschik, second by Mr. Parker and unanimously passed to approve the March 22, 2018 meeting minutes as presented.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

Committee members reviewed a letter to the Selectman's Office from a citizen. Mr. Stein stated BSC had reviewed the main entry doors and the Tax Collector's egress doors for ADA code compliance. There was an incorrect notation. This issue will be fixed by BSC at no cost to the project. Mr. Stein noted Downes Construction was also in the process of correcting an error with the pavers. The citizen also noted that the back ramp to the Auditorium exceeded the slope of 1:20. Mr. Mansfield stated that area was never designed to be handicap accessible. Signage will be installed providing the handicap accessibility routes.

Committee members reviewed and agreed to revised wayfinding and signage.

Silver Petrucelli has issued a sump pump design to address hydrostatic pressure in the old boiler room basement slab and brick wall. Mr. Stein stated the hydrostatic pressure appeared to be a seasonal issue.

Mr. Stein stated the mechanical VAV boxes had been rewired incorrectly causing building heating/air issues. This item has been fixed.

B. Downes Construction

The following document was reviewed.

-Downes Building Committee Agenda for 04/12/18.

An updated soft cost budget will be provided at the next meeting.

Mr. Mansfield asked for there to be window treatment on the basement floor level windows. Mr. Stein suggested blinds.

Air quality testing was performed today. Results will be provided at the next meeting.

Committee members decided to install fencing across the front of the building near the road instead of plantings. Fencing won't cause site line issues and will require less maintenance than plantings.

Motion by Mr. Mansfield, second by Mr. Blaschik and unanimously passed to approve a 42" or 48" high black 2 rail aluminum fence with exposed pickets in an amount not to exceed \$5,500.

Motion by Mr. Blaschik, second by Mrs. Malavasi and unanimously passed to approve COP #20: RTU-3 Duct Conflicts, RFI #8R1, \$6,031.

Motion by Mr. Baschik, second by Mr. Smith and unanimously passed to approve COP #97: Demolition Allowance Reconciliation, (\$38,437).

Motion by Mr. Parker, second by Mr. Dill and unanimously passed to approve COP #134a: Paint PVC Trim for Windows at Courtyard, RFI #93, \$1,494.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve COP #153: Temporary Fence Reconciliation, (\$22,632.14).

Motion by Mr. Dill, second by Mr. Smith and unanimously passed to approve COP #169: Power Wash Sidewalks, \$0.

COP #169 will be from the Construction Contingency.

Motion by Mr. Parker, second by Mr. Howat and unanimously passed to approve COP #206: Lost Time with Millwork Installation, \$0.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve COP #251: Duct Modification at Ceiling, RFI #69, \$1,989.

Motion by Mr. Blaschik, second by Mrs. Malavasi and unanimously passed to approve COP #277: Stair Pan 148 Infill Credit, (\$1,325).

Motion by Mr. Dill, second by Mr. Parker and unanimously passed to approve COP #298: Misc Patching in Attic \$770.

Motion by Mr. Blaschik, second by Mrs. Malavasi and unanimously passed to approve Downes Construction's application #15 dated 4/11/18 in the amount of \$199,049.68.

C. **USDA-closeout paperwork is near completion.**

D. **Bills and Invoices**

Motion by Mr. Smith, second by Mrs. Malavasi and unanimously passed to approve Consulting Engineering Services invoice #4 dated 3/31/18 in the amount of \$3,904.45.

Motion by Mr. Dill, second by Mr. Blaschik and unanimously passed to approve Silver Petrucelli's invoice #18-464 dated 4/1/18 in the amount of \$4,500.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve HB Communication's invoice #005-114197 dated 3/25/18 in the amount of \$21,432.

5. GENERAL DISCUSSION

The Town Attorney will review a request by David Carpenter for a tax credit for a design incentive agreement for his company.

Committee members discussed agenda items for the Municipal Office Complex Ribbon Cutting which will be held at 10 a.m. on May 12, 2018. Mrs. Malavasi will create invitations. Mr. Dill and Mr. Blaschik will plan food items. Mr. Parker will organize student music and ask the Drum and File to attend.

6. NEXT MEETING

A. April 26, 2018

The next meeting is scheduled Thursday, April 26, 2018 at 7p.m. at the Municipal Office Complex.

7. Audience of Citizens-There was none.

8. ADJOURNMENT

Motion by Mr. Blaschik at 7:36 p.m. to adjourn. Second by Mr. Howat and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary