

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
July 26, 2018
Adopted August 16, 2018

1. CALL TO ORDER

Mr. Mansfield called the meeting to order at 7:10 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, Erik Dill, and Al Howat.

Absent Member(s): Roy Parker, Maryjane Malavasi, 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): Scott Scholl (Downes Construction), Ron Turner (Director of Operations), and Ruth Ziobron (Recording Secretary).

3. APPROVAL OF MEETING MINUTES

A. June 21, 2018

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to table the June 21, 2018 meeting minute approval.

4. OLD BUSINESS

-There was an inadvertent recommendation noted on a Fuss and O'Neill closing report for the USDA that was found during site work that there should be a monitoring well installed. This was an error and is being corrected. The report also noted that the new water wells had been installed which was also incorrect. The old wells are being used. There is no new well. Closeout documents from the State DPH need to be updated to reflect no new well and no monitoring requirements.

-An AC unit leak from a condensing pan was fixed at the BOE wing.

-Power will be removed from the Town Clerk's vault per State inspection requirements.

-A neighbor complained about night time lighting. It was noted that the Planning and Zoning Commission approved the lighting which was not spilling over onto adjacent properties during night usage of the building.

-The hallway flooring issues will be reviewed for humidity by the Commissioning Agent.

-Mr. Mansfield provided the tax letter to New England Energy per the Town Attorney's advice. Mr. Carpenter has not acknowledged the conditions.

-Mr. Mansfield reviewed additional signage and locations designed by Silver Petrucelli. Front and back of the building signs, bathroom plaques, (2) Park and Rec, custodial, electrical, Treasurer, Assessor, Director of Operations, Tax Collector's Drop Box, Board of Education, arrow at Selectman's door are pending signs. Research is necessary to determine if the front medallion/ town seal emblem is included.

-Silver Petrucelli will perform an on-site walkthrough of the driveway/sidewalk paving for ADA compliance issues. This item will be updated at the next meeting.

- The Eversource \$27,000 rebate arrived and has been credited back to the project.
- Mr. Mansfield suggested the tennis courts be a design build off a State bid.

A. Silver Petrucelli & Associates-No one was available to report.

B. Downes Construction

The following document was reviewed.

- Downes Building Committee Agenda for 07/26/18.

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

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #4: Temporary Plywood for Attic, \$3,733.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #6R: Add/Relocate outlet, \$371, PR #2.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #42: Stage Floor Framing, \$487.

Motion by Mr. Dill, second by Mr. Blaschik and unanimously passed to approve COP #45: Mezzanine Ladder Opening, \$487.

Motion by Mr. Smith, second by Mr. Dill and unanimously passed to approve COP #47: Cut Mansard Vent at Building A Roof, \$7,061.

Motion by Mr. Smith, second by Mr. Dill and unanimously passed to approve COP #92: Attic Joist Infills, \$3,636.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #114: Outbuilding Slab Protection, \$1,524.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #129: Bondo Frames, \$0.

Motion by Mr. Dill, second by Mr. Blaschik and unanimously passed to approve COP #135: Historic Front Entrance Issues, \$4,870.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #139: BC Subs for Cleaning, \$0.

Motion by Mr. Smith, second by Mr. Dill and unanimously passed to approve COP #140: Plywood Electrical Room at Outbuilding, \$1,185.

COP #143 was tabled.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #149A: Shipping Existing Plaques, \$0, Signage Allowance.

COP #161 was tabled.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #162: Patch Existing Masonry Walls at Gym, \$2,295.

Motion by Mr. Smith, second by Mr. Blaschik and unanimously passed to approve COP #197: Storm Pipe Conflict in Corridor, \$370, MEP Coordination.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #214a: Kenvo Proposal Reconciliation, \$3.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #234: Utility consumption Reconciliation, (24,179.84).

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #245: Relocate light at Elevator Pit to Electrical Rm, \$320, RFI #227.

Motion by Mr. Howat, second by Mr. Smith and unanimously passed to approve COP #276: Correct Door Frame 150, \$0.

Motion by Mr. Dill, second by Mr. Smith and unanimously passed to approve COP #292: Millwork Modifications at Building Department, \$589, PR 79.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #319: Added Trim, Waiscot, and Casing, \$4,619.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to approve COP #337: Add Power to Fire Suppression Panel, \$296.

Motion by Mr. Blaschik, second by Mr. Smith to approve COP 3U Custom Electric Value Engineering (\$15,000).

Mr. Howat had issue with incorrect backup for the change order and that it did not include COP #3U Custom Electric Value Engineering (\$15,000). He stated the unit prices were 1/3 of what they should be. He stated the committee never saw the change order before the work was performed. Mr. Howat stated it really should be a credit of (\$35,000). Mr. Mansfield noted there was a tie with the electrical bids and that the committee had approved the value engineering items. Mr. Scholl stated Custom Electric had been issued the contract based on their value engineering items.

Favor: Mansfield, Smith, Blaschik, Dill

Oppose: Howat
Abstain: None

Motion passed

Committee members reviewed the final retainage release as indicated on item #7 of the Downes Building Committee Agenda for 07/26/18.

Motion by Mr. Blaschik, second by Mr. Howat and unanimously passed to release the final retainage discussed.

C. USDA

The USDA will closeout on the loan on September 6th. Mr. Mansfield noted there was approximately \$400,000 project expense outside of the loan.

D. Bills and Invoices

Motion by Mr. Howat, second by Mr. Blaschik and unanimously passed to approve Downes Construction's invoice Application # 18, dated 7/26/18 in the amount of \$113,290.90.

5. GENERAL DISCUSSION

Silver Petrucelli will design the drainage ditch directly behind the building. The lower drainage will be completed by public works.

Mr. Dill suggested a bike rack be purchased to be placed over the well cover at the front of the building.

Mr. Dill commented that closing office doors created office microclimates which were efficient to the HVAC system.

The Commissioning Agent will be asked to evaluate the humidity controls.

6. NEXT MEETING

A. August 9, 2018

The next meeting is scheduled Thursday, August 9, 2018 at 7p.m. at the Municipal Office Complex.

7. Audience of Citizens-None.

8. ADJOURNMENT

Motion by Mr. Blaschik at 8:54 p.m. to adjourn. Second by Mr. Howat and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary