

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
September 6, 2018
Adopted October 4, 2018

1. CALL TO ORDER

Mr. Mansfield called the meeting to order at 7:00 p.m. at the Municipal Office Complex.

2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)

Municipal Office Building Committee Members: Craig Mansfield (teleconferenced), Edward Blaschik, Erik Dill, Al Howat and Phil Barlow.

Absent Member(s): Roy Parker, Chuck Smith, 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): First Selectman Emmett Lyman, Scott Scholl (Downes Construction), Ron Turner (Director of Operations), and Ruth Ziobron (Recording Secretary).

3. APPROVAL OF MEETING MINUTES

A. August 16, 2018

Motion by Mr. Dill, second by Mr. Howat to approve the August 16, 2018 meeting minutes as presented. Motion passed unanimously. .

4. OLD BUSINESS

A. Silver Petrucelli & Associates

No one from Silver Petrucelli was present.

B. Downes Construction

Mr. Scholl reviewed humidity issues with the HVAC units. He anticipates a full report from Silver Petrucelli next week. Mr. Scholl stated the floors would be addressed once the humidity issues were resolved. Mr. Scholl stated he did not anticipate full floor replacement.

Mr. Mansfield stated patching the floor would potentially set the town up for a long term maintenance issue and recommended full replacement where necessary. Mr. Stein will be asked to consult with the manufacturer and design team.

Before fixing the floors, the committee will wait for reports from Silver Petrucelli regarding what is causing the issue and their recommendations.

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Mr. Scholl stated the handicap parking stalls were designed correctly by BSC but were not installed correctly by Mather and will be fixed to the original plan documents. Committee members requested a resolution date at the next scheduled meeting.

Mr. Barlow asked to move the tree in front of the engraved sign.

Mr. Mansfield stated the Town would be responsible for extending the swale that runs from the curb over to the ballpark. Mr. Dill suggested the Town move the tree when working on the swale.

Mr. Howat asked Mr. Scholl to report on the following at the next meeting:

- Subcontractor closeout.
- Financial closeout.
- Final date for completion of parking repairs.
- Complete list of all COP's.
- Completion of swale.

C. USDA

The USDA closed out the loan today.

D. Bills and Invoices-There were none.

5. GENERAL DISCUSSION-There was none.

6. NEXT MEETING

A. September 13, 2018

Motion by Mr. Dill, second by Mr. Howat and unanimously passed to cancel the September 13, 2018 meeting.

The next scheduled meeting will be Thursday, September 27, 2018 at 7 p.m. at the Municipal Office Complex.

7. Audience of Citizens-None.

8. ADJOURNMENT

Motion by Mr. Blaschik at 7:44 p.m. to adjourn. Second by Mr. Dill and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary