

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
November 8, 2018
Adopted December 6, 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, Edward Blaschik, Al Howat, Erik Dill, Phil Barlow, and Chuck Smith.

Absent Member(s): Roy Parker, 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), David Stein and Kenneth Eldridge-Senior Mechanical Engineer (Silver Petrucelli), Ron Turner (Director of Operations), Jeanine Palmieri (Commissioning Agent) and Ruth Ziobron (Recording Secretary).

3. APPROVAL OF MEETING MINUTES

A. October 24, 2018

Motion by Mr. Blaschik, second by Mr. Dill to approve the October 24, 2018 meeting minutes as presented.

Favor: Mansfield, Blaschik, Howat, Smith

Oppose: None

Abstain: Dill, Barlow

Motion passed

4. OLD BUSINESS

A. Silver Petrucelli & Associates-Discussions occurred during Downes Construction's presentation.

B. Downes Construction

Mr. Scholl reviewed the following:

-Downes Building Committee Agenda dated 11/8/18.

Ms. Palmieri and Mr. Eldridge reviewed the Silver/Petrucelli Directive for Sequence of Operation for the Town Hall HVAC Systems dated October 23, 2018.

- The HVAC system is sequencing correctly and humidity has been removed from the building. Additional humidity testing will be performed after the winter months.

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- Basement dehumidifiers will not be installed at this time. The committee will review again once into the cooling season and the current updated sequence is evaluated.
- The vault humidity has been reduced to 50% with a temporary dehumidification unit. Mr. Blaschik asked if the temporary unit could be removed from the space. Ms. Palmieri replied yes. Removal of the excess humidity will now allow for the Town Hall HVAC System to work properly. It was noted that the building had contained excessive humidity from being vacant for so many years and that the HVAC system was well equipped to keep humidity levels at 60% once excessive humidity had been removed.
- Repair and/ or replacement of the floor in the corridors for the Hale Building will be addressed once all humidity issues have been resolved.
- Corrective work has been completed at the front and rear sidewalks. The handicap stall correction is anticipated to start Thanksgiving week.
- Door pulls and closures are being repaired and a letter will be provided by Downes to Silver Petrucelli noting compliance.
- Mr. Stein will provide specifications for automating the front door.

The Owners Subcommittee did not review the change orders.

Motion by Mr. Howat, second by Mr. Blaschik and unanimously passed to approve COP #103a Back Charge Ferguson for Damaged Attic Wiring, \$0.

Motion by Mr. Howat, second by Mr. Barlow and unanimously passed to approve COP #362-HVAC at Attic Bracing, \$0.

COP #329 Front Entrance Corrections, \$50,772.32 was tabled. Mr. Mansfield will ask the Town Attorney to review this item to determine liability.

Motion by Mr. Howat, second by Mr. Smith and unanimously passed to approve Downes Invoice #20 dated 11/7/18 in the amount of \$184,156.35.

Motion by Mr. Smith, second by Mr. Howat and unanimously passed to approve Donald W. Smith, Invoice for Professional Services dated October 31, 2018 in the amount of \$830.00

C. **USDA**-There was nothing new.

D. **Bills and Invoices**-There were none.

5. GENERAL DISCUSSION

6. NEXT MEETING

A. November 29, 2018

The next scheduled meeting is Thursday, November 29, 2018 at 7 p.m. at the Municipal Office Complex. This meeting may be canceled and rescheduled.

A draft 2019 meeting schedule will be reviewed at the next meeting.

7. Audience of Citizens-None.

8. ADJOURNMENT

Motion by Mr. Blaschik at 9:02 p.m. to adjourn. Second by Mr. Smith and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary