

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
October 4, 2018  
Adopted October 24, 2018

**1. CALL TO ORDER**

Mr. Mansfield called the meeting to order at 7:12 p.m. at the Municipal Office Complex.

**2. ATTENDANCE AND APPOINTMENT OF ALTERNATE(S)**

Municipal Office Building Committee Members: Craig Mansfield, Edward Blaschik, Erik Dill, and Maryjane Malavasi.

Absent Member(s): Al Howat, Phil Barlow, Roy Parker, Chuck Smith, 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 and Tom Romagnoli (Downes Construction), David Stein ( Silver Petrucelli), Ron Turner (Director of Operations), Denise Dill, David Carpenter and Ruth Ziobron (Recording Secretary).

Maryjane Malavasi was seated for Mr. Howat.

**3. APPROVAL OF MEETING MINUTES**

**A. September 6, 2018**

**Motion by Mr. Blaschik, second by Mr. Dill to approve the September 6, 2018 meeting minutes as presented.**

**Favor: Mansfield, Blaschik, Dill**

**Oppose: None**

**Abstain: Malavasi**

**Motion passed**

**4. OLD BUSINESS**

**A. Silver Petrucelli & Associates**

Mr. Stein informed the committee that Mather Construction is scheduled to fix the parking lot issues. Mr. Mansfield noted that a formal complaint was filed with the Department of Transportation that the parking lot was not ADA accessible and stressed the urgency for completion.

Mr. Stein stated the Architect and Engineer for the USDA had received a complaint through the office of civil rights asking questions about the handicap parking spaces. Mr. Stein confirmed that they would be remediated and that a compliance as-built would be

submitted to the USDA demonstrating code compliance. The upper and lower parking handicap accessibility spots will be fixed.

Mr. Stein stated the USDA questioned if the back handicap ramp was code compliant and why there was no handicap parking at the lower lot. Mr. Stein stated the site plan had demonstrated that the topography in the area was aggressive and it was not practical for a ramp. Mr. Stein stated voting access to the gymnasium would be through the main entrance as well as the elevator located near the lower parking area.

Mr. Stein stated the ADA did not require an exact force for exterior doors. The interior doors will be tested for the required 5 pounds of force and provided to the USDA.

Mr. Stein stated the humidity controls were being adjusted to handle the excessive humidity. He noted that the summer months were above record heat and humidity. He stated the controls needed to be adjusted to handle humidity all the time. He stated it was originally programmed to hit a set point temperature. During unoccupied times, the program did not dehumidify the building. He stated new programming has reduced humidity to around 60%. Mr. Stein recommended small dehumidification units in the basement. A temporary dehumidifier will be purchased for the Town Clerk's vault. Pricing will be provided at the next meeting. The flooring issues will be addressed after the humidity issues are resolved.

#### **B. Downes Construction**

Mr. Scholl reviewed the following:

- Downes Building Committee Agenda dated 10/04/18.
- Summary of Humidity Issues report.

The Owners Subcommittee did not review the change orders at their meeting.

**Motion by Mr. Blaschik, second by Mrs. Malavasi to approve COP #143-Revise Window Blocking, \$0. Motion passed unanimously.**

**Motion by Mr. Dill, second by Mrs. Malavasi to approve COP # 310-Steel Bearing at Lower Level, \$2,259, RFI #262. Motion passed unanimously.**

**Motion by Mr. Blaschik, second by Mr. Dill to approve COP #320-Downspout Shrouds, \$0. Motion passed unanimously.**

**Motion by Mr. Blaschik, second by Mrs. Malavasi to approve COP #330-Additional Floor Patching at Corridors, \$2,328, (Existing Conditions). Motion passed unanimously.**

**Motion by Mrs. Malavasi, second by Mr. Dill to approve COP #339 Additional Signage, \$0, Signage Allowance. Motion passed unanimously.**

**Motion by Mrs. Malavasi, second by Mr. Blaschik to approve COP #343-Ceiling Tile Allowance Reconciliation, (\$3,885.91). Motion passed unanimously.**

**Motion by Mr. Blaschik, second by Mrs. Malavasi to approve COP #345-Control Panel for Sump Pumps, \$1,404 (Ref S&P Email Request dated 4/16/18). Motion passed unanimously.**

**Motion by Mr. Mansfield, second by Mrs. Malavasi to approve COP # 346-Temporary HVAC Modifications, \$1,816, (Ref S&P Observation Report).**

Mr. Blaschik stated the committee had always indicated that the basement space would be used for storage and that the space should have been a conditioned. He said he wanted to talk about all the changes as a whole.

**Favor: Mansfield, Malavasi, Dill**

**Oppose: Blaschik**

**Abstain: None**

**Motion passed**

**Motion by Mr. Dill, second by Mrs. Malavasi to approve the final retainage release for 1.8.1 Glass/Glazing, 2.7.1 Roofing (Main Building), 2.9.1 Gypsum Drywall and 2.9.3 Flooring. Motion passed unanimously.**

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

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

**5. GENERAL DISCUSSION-There was none.**

**6. NEXT MEETING**

**A. October 11, 2018**

Committee members decided to cancel the October 11<sup>th</sup> and October 25<sup>th</sup> meetings. The next meeting will be November 8, 2018.

**7. Audience of Citizens-None.**

**8. ADJOURNMENT**

**Motion by Mr. Blaschik at 8:40 p.m. to adjourn. Second by Mrs. Malavasi and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary