

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
January 10, 2019
DRAFT

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, Roy Parker, Maryjane Malavasi, and Chuck Smith.

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, Scott Scholl (Downes Construction), Ron Turner (Director of Operations), Denise Dill, 2 citizens, and Ruth Ziobron (Recording Secretary).

Mrs. Malavasi was seated for Mr. Barlow.

3. APPROVAL OF MEETING MINUTES

A. December 6, 2018

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve the December 6, 2018 meeting minutes as presented.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

B. Downes Construction

Mr. Scholl reviewed the following:

-Downes Building Committee Agenda dated 1 /10/19.

-Mr. Scholl reviewed the COP log.

-Mr. Scholl reviewed a Stanley Magic-Force Power-Matic full swing door operator for the front door. Mr. Blaschik asked for plans to be presented before installation.

Motion by Mr. Blaschik, second by Mrs. Malavasi and unanimously passed to approve the presented Stanley Magic-Force operator, on the right exterior side of the building in an amount not to exceed \$6,000.

-Humidity issues for Building A and the Vault area-Ferguson is getting a proposal from NEEC. Mr. Blaschik has issue with the Committee paying for this. Mr. Mansfield stated it was a design issue because their original design was for humidity which was not followed at 60%. Mr. Mansfield stated the systems were not designed to Silver Petrucelli's specs. Silver Petrucelli came back with a directive to clarify and help to make the system work to

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specifications. Mr. Scholl confirmed the control sequence was not written as such so that the sequence was programmed to control relative humidity at 60%. Mr. Mansfield stated the overall specifications required 60% humidity, without supportive documentation. Mrs. Malavasi stated the contractor should have referred to the specification documents. Mr. Howat stated if it was a performance spec then it would be a contractor issue. Mr. Mansfield stated Silver Petrucelli needed to provide documentation specifying how the error occurred to the committee and substantiating why it was a change order.

-Handicap stall corrections-Corrective work has been completed at the upper parking lot. A sign off and As-Built has been provided and will be sent to the U.S.D.A.

-Front entrance concrete walk payment issues pending with BSC and Mather.

-Door closer for opening force clarifications are being sent to the ADA. Exterior doors and fire doors are under the authority of the Building Inspector. The Building Inspector signed off on all exterior and fire door closures.

-Additional signage has been received by Takeform. The installer is being scheduled.

-Mr. Mansfield reminded Mr. Scholl to order a cover for the Tax Collector exterior box to keep water and snow out.

The Owners Subcommittee did not review the change orders.

Motion by Mr. Blaschik, second by Mr. Smith and unanimously passed to approve COP #342-Repair Sidewalks in an amount of \$5,000.

Motion by Mr. Smith, second by Mrs. Malavasi and unanimously passed to approve COP #367-Elevator Allowance Reconciliation, (\$3,600).

C. USDA

Mr. Mansfield has prepared a response to the USDA ADA letter. The Building Inspector, First Selectman, Silver Petrucelli, Downes and Mr. Turner have reviewed and approved the letter as written. Mr. Mansfield will send a copy to committee members.

D. Bills and Invoices

Motion by Mrs. Malavasi, second by Mr. Parker and unanimously passed to approve Downes November-December 2018 Payment Application #21 in the amount of \$128,668.87.

5. GENERAL DISCUSSION

6. NEXT MEETING

A. January 24, 2019

The next scheduled regular meeting is Thursday, January 24, 2019

7. Audience of Citizens-None.

8. ADJOURNMENT

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Motion by Mr. Blaschik at 7:38 p.m. to adjourn. Second by Mr. Parker and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary