

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam  
Municipal Office Building Committee  
March 28, 2019  
Adopted April 24, 2019

**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, Chuck Smith and Erik Dill.

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): First Selectman Emmett Lyman (arrived 7:50 p.m.), Scott Scholl (Downes Construction), Kenneth Eldridge (Silver Petrucelli), Jeanine Palmieri (Commissioning Agent-Teleconferenced) Ron Turner (Director of Operations), and Ruth Ziobron (Recording Secretary).

**3. APPROVAL OF MEETING MINUTES**

**A. February 28, 2019**

**Motion by Mr. Blaschik, second by Mr. Howat to approve the February 28, 2019 meeting minutes.**

**Favor: Mansfield, Blaschik, Howat**

**Oppose: None**

**Abstain: Smith, Dill**

**Motion passed.**

**4. OLD BUSINESS**

**A. Silver Petrucelli & Associates**

**B. Downes Construction**

Mr. Scholl reviewed the following:

-Downes Building Committee Agenda dated 03/28/19.

-Front entrance concrete walk payment issue with BSC/Mather is still pending.

-Additional signage has been received by Takeform. An Installer has been scheduled.

When the work is complete, photos will be sent to the U.S.D.A.

-Review of humidity issues for Building A and the Vault area-see Ferguson proposal from NEEC.

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-Change Order Proposal No: 373 HVAC Controls in the amount of \$5,573. The annual electrical bill for the building was \$107,000. Mr. Mansfield stated every HVAC unit in the building was running 24 hours a day/7 days a week trying to maintain humidity which didn't need to be maintained continuously, especially in the winter. Mr. Eldridge reviewed directives to the specs dated 10/23/18, 11/15/18 and 12/7/18. Mr. Eldridge stated the directives were written in the program documents which NEEC did not follow and that the Committee should not have to pay for their error. Ms. Palmieri stated it was not clear based on the specs that the humidity controls were to run in unoccupied mode. She stated the equipment should not have to run continuously and by fixing the controls, the electric bill would decrease. Mr. Scholl stated there was a clear disconnect with how the specs were written and asked why all the outside air would be drawn in during the unoccupied mode. Mr. Eldridge stated that was a clarification made, that it needed to be closed through a directive.

Mr. Mansfield stated there were issues with the specs right from the beginning and when the contractor, HVAC company and Commissioning Agent all can't understand the specs, there was a problem with how the specs were written. Mr. Eldridge disagreed.

The Committee agreed that the issue was because of how the specifications were written to maintain the relative humidity by Silver Petrucelli and interpreted by Ferguson/NEEC. Committee members voiced disappointment with the interpretation of the specs, but agreed that the change order needed to be approved in order to reduce the electric bill.

**Motion by Mr. Mansfield, second by Mr. Dill to approve COP #373 HVAC Controls in the amount of \$5,573.00.**

**Favor: Mansfield, Howat, Smith, Dill**

**Oppose: Blaschik**

**Abstain: None**

**Motion Passed**

Mr. Scott will coordinate installation of the new power opener so Venture can be coordinated to be on site. Program access control for the Stanley Magic-Force Power-Matic will be

**C. USDA**

**D. Bills and Invoices**

**5. GENERAL DISCUSSION**

**6. NEXT MEETING**

**A. April 11, 2019**

The next scheduled regular meeting is Thursday, April 11, 2019 at 7 p.m.

**7. Audience of Citizens**

**8. ADJOURNMENT**

**Motion by Mr. Blaschik at 8:02 p.m. to adjourn. Second by Mr. Howat and unanimously passed.**

Respectfully submitted;

Edward C. Blaschik  
Secretary