

Municipal Office Building Committee, Town of East Haddam

Town of East Haddam
Municipal Office Building Committee
May 30, 2019
Adopted June 27, 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 (arrived 7:10 p.m.), Erik Dill, Chuck Smith, and Al Howat.

Absent Member(s): Maryjane Malavasi, Phil Barlow, Roy Parker, 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-Teleconference (Downes Construction), David Stein (Silver Petrucelli), Ron Turner (Director of Operations), and Ruth Ziobron (Recording Secretary).

3. APPROVAL OF MEETING MINUTES

A. April 24, 2019

Motion by Mr. Howat, second by Mr. Dill to approve the April 24, 2019 meeting minutes as amended.

- Change meeting date to "April 24, 2019"
- Add Chuck Smith to Attendance.

Motion passed unanimously.

4. OLD BUSINESS

A. Silver Petrucelli & Associates

- Discussions during the Downes Construction Report.

B. Downes Construction

Mr. Scholl reviewed the following:

- Downes Building Committee Agenda dated 05/30/19.

-HVAC control re-sequence has been completed. NEEC will provide an updated trend report. Committee members reviewed the trend report from April 2019 before the work was completed. Historical and current data will be sent to NEEC for analysis.

-Mr. Mansfield reviewed conversations with BSC Group and Mather regarding the front entrance concrete walk payment issue.

Motion by Mr. Mansfield, second by Mr. Smith and unanimously passed to agree to pay Mather Construction \$40,000 with no conditions. The project will release the remaining scheduled value line item, only hold up to \$10,000 of remaining retainage.

It will be funded by the Town of East Haddam contributing \$5,000 through the CM Contingency, Downes Construction contributing \$7,500. (BSC will contribute \$18,750 and Silver Petrucelli will contribute \$8,750) = total Silver Petrucelli contribution of \$27,500. The change order will be processed through Downes Construction for \$32,500 through the CM Contingency.

C. **USDA-Updated pictures of signage will be sent.**

D. **Bills and Invoices**

Motion by Mr. Dill, second by Mr. Howat and unanimously passed to approve the Venture invoice #338040919 dated April 12, 2019 in the amount of \$345.00 for electronic card access for the front door.

Motion by Mr. Howat, second by Mr. Smith and unanimously passed to approve invoice #1355 to Custom Electric dated February 22, 2019 in the amount of \$2,380.

5. GENERAL DISCUSSION

Mr. Smith voiced concern with rocks from the front fence lying in the road. Mr. Mansfield reviewed conversations with the Department of Transportation. Mr. Mansfield explained the Town should not invest a lot of money into a permanent solution until we understand the scope of the work for the sidewalk/bridge project.

6. NEXT MEETING

A. **June 13, 2019**

The next scheduled regular meeting is Thursday, June 13, 2019 at 7 p.m.

7. Audience of Citizens-None

8. ADJOURNMENT

Motion by Mr. Blaschik at 8:22 p.m. to adjourn. Second by Mr. Howat and unanimously passed.

Respectfully submitted;

Edward C. Blaschik
Secretary