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COLCHESTER, CT  
2016 SEP -1 AM 10:48

**Minutes**

**Members Present:** Thomas Tyler, Anthony Tarnowski, Joe Ruiz, Lynn Goodwin, Paul Picard, Irene Malsbenden

**Members Absent:** None

**Others Present:** Director of Educational Operations Ken Jackson, Tecton Architects: Chris Roof, Jeff Wyszynski; O&G: Mark Jeffko, Lorel Purcell; Arcadis: Peter Filanda, Jack Butkus;

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:08 p.m..
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
  - a. **Town email:** None
4. **Approval of Minutes -** (\*August 4, 2016 date on agenda was in error)  
**July 28, 2016:** A. Tarnowski motioned to approve the July 28, 2016 meeting minutes, seconded by L. Goodwin. Vote was unanimous with P. Picard and I. Malsbenden abstaining.  
**MOTION CARRIED.**
5. **Review of August 18, 2016 workshop notes:** Members reviewed notes from the workshop held on August 18, 2016
6. **Approval of invoices:**

P. Picard motioned to approve the following invoices for Tecton, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
38450	\$204,553.61	Billings to 7/31/16

J. Ruiz motioned to approve the following invoices for Universal Copy, LLC, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
342182	\$251.82	Printing - Bid Docs & Add. #1 (Phase 2)

I. Malsbenden motioned to approve the following invoices for Arcadis, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
798501	\$9706.58	Billings to 7/31/16

I. Malsbenden motioned to approve the following invoice for Arcadis, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**

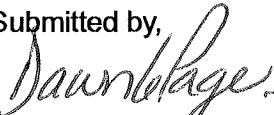
<u>Invoice</u>	<u>Amount</u>	<u>For</u>
798502	\$383.42	Billings to 7/31/16

I. Malsbenden motioned to approve the following invoices for USI Insurance Services, LLC, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED**

<u>Invoice</u>	<u>Amount</u>	<u>For</u>
1943969	\$7,500.00	Consulting Services for Builders Risk Insurance Policy

7. **Project Manager update and potential action:** J. Butkus reported that Arcadis is almost done reviewing the construction documents.
8. **Architect update and potential action:**
  - Members discussed with Tecton an issue with Planning and Zoning approval regarding irrigation and the type of seed that will be used on the athletic fields. K. Jackson will set up a meeting with Tecton and necessary people from Planning and Zoning to discuss further.
  - Tecton's contract is for 18 months of construction but it will be 24 months. This will need to be discussed further.
  - Commets received from OSTA submission were addressed. Approval is anticipated shortly.
  - Permit submission for local building, fire, health, and 504 is scheduled for September 5, 2016.
9. **Construction Manager update and potential action:**
  - O & G met with staff at CES and JJIS to let them know what to expect during construction.
  - Abatement was complete as of August 23.
  - MEP report is done.
  - Preconstruction Schedule was reviewed.
10. **Discussion on communication/social media:** Tecton has updated project display boards that can be placed at the school and other buildings in town.
11. **Tri-Board meeting Tuesday, September 20, 2016, 7:00pm:** K. Jackson will check to see if this meeting is still needed.
12. **Citizen's Comments:** None
13. **Adjournment:** A. Tarnowski motioned to adjourn seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:00 p.m.

Submitted by,

  
Dawn LePage, Clerk