

2016 MAR 17 PM 4:39

Minutes

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

Members Absent: Steve Wells, Irene Malsbenden

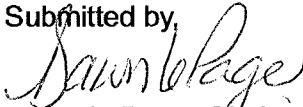
Others Present: Director of Educational Operations Ken Jackson; Tecton Architects: Chris Roof, Jeff Wyszynski, Chris Banker, Dan Wenzel; Principal Chris Bennett; O&G: Mark Jeffko, Lorel Purcell; CES: Derek Bride; Board of Finance Chairman Rob Tarlov; First Selectman Art Shilosky; Board of Education Liaison Brad Bernier, Board of Selectman Liaison Rosemary Coyle; Citizen: Greg Cordova, representatives from various construction firms

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:04 p.m..
2. **Citizens Comments:** None
 - a. **Town email:** None
3. **Approval of Minutes**
 - **February 25, 2016** - A. Tarnowski motioned to approve the February 25, 2016 meeting minutes, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
4. **Approval of Invoices:** J. Ruiz motioned to approve Tecton invoice 37909 in the amount of \$100,000 for schematic design through January 31, 2016, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
5. **Consideration of alternative date for March 24, 2016 BC Meeting:** Due to the March 24, 2016 meeting being scheduled for Holy Thursday the meeting needs to be rescheduled. L. Goodwin motioned to cancel the March 24th meeting and hold a Special Meeting on March 23, 2016, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
6. **Discussion and potential action on Owner's Rep Selection:** After reviewing cumulative results from the rubric used by members to score each firm and discussion on the results Arcadis and CREC were selected to be interviewed. Discussion included experience dealing with the State. P. Picard motioned to move Arcadis and CREC forward to interview in the Owner's Rep selection process, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

K. Jackson will notify companies and set up interviews for April 6th with Arcadis at 6:30pm and CREC at 7:30pm. There will be 25 minutes allowed for presentation followed by 25 minutes for questions.
7. **Architect update and potential action:** Chairman Tyler asked that items to be discussed at a meeting be sent in advance so members have time to review prior to the meeting. D. Bride, CES, presented information on the mechanical, electrical, and plumbing systems. There was discussion if oil or propane should be used. There are advantages to propane but the other Town buildings currently use oil. No decision was made. The Town would not receive energy rebates but instead it would come off of what the State reimburses. CES gave three system options. Members felt the best option was the system with perimeter radiation and variable refrigerant volume.

8. **Construction Manager update and potential action:** L. Purcell said O&G had some concern about the budget. They feel more should have been allocated for FF&E. They also feel that the owner's contingency should be 5% instead of 3%. They usually allow 15-20% for soft costs, currently there is 16%. There are variables that are uncertain at this time such as the cost of the Owner's Rep and how much abatement will be. Knowing these costs will help to know if the budget needs to be altered.
9. **Discussion on communication/social media:** No updates
10. **Citizens Comments:** None
11. **Adjournment:** P. Picard motioned to adjourn seconded by J. Ruiz. Vote was unanimous.
MOTION CARRIED. Chairman Tyler adjourned the meeting at 9:57 p.m.

Submitted by,


Dawn LePage, Clerk