

Minutes

Paul Picard
CHAIRMAN
TOWN CLERK

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

Members Absent: None

Others Present: Tecton Architects: Chris Roof, Jeff Wyszynski, Chris Banker; O&G: Lorel Purcell; Arcadis: Petina Killiany, Jack Butkus; CREC: Brian Greenleaf; CES: Derek Bride

1. **Call to Order:** Chairman Tyler called the meeting to order at 6:35 p.m..
2. **Citizen's Comments:** None
 - a. **Town email:** None
3. **Approval of Minutes - March 23, 2016:** I. Malsbenden motioned to approve the March 23, 2016 meeting minutes, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
4. **Approval of Minutes - April 6, 2016:** I. Malsbenden motioned to approve the April 6, 2016 meeting minutes, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
5. **Review of Workshop Notes from March 15, 2016 & March 31, 2016:** Members reviewed notes taken by Chairman Tyler.
6. **Approval of invoices:** A. Tarnowski motioned to approve Tecton invoice 38032, dated 2/29/16, in the amount of \$158,796.99; and Teton invoice 38042, dated 3/31/16, in the amount of \$49,957, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
7. **Discussion and potential action on selection of Project Manager:** Members discussed the two firms that were interviewed and what each of them could bring to the project. There was consensus that either firm could do the job but Arcadis had the lowest bid. J. Ruiz motioned to recommend the Town enter into contract with Arcadis as the Project Manager for the WJMS building project for a fee of \$415,533, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
8. **Architect update and potential action:** D. Bride distributed an updated Mechanical, Electrical, Plumbing and Fire Protection Systems Schematic Design Narrative. He also discussed the savings on using oil instead of propane. There was general consensus among members to use oil. Additional discussion took place with Tecton regarding site plan and FF&E ineligible costs. Several items that will no longer be reimbursable are attic stock, portable equipment, cameras, spot lights, musical instruments, skeletons, gymnasium and fitness room equipment, portable risers, laptops, tablet computers, document cameras, and accessories such as headphones and carrying cases. Principal Bennett said that half the school has been inventoried to determine what can be used in the new school and has

already resulted in some cost savings. Chairman Tyler said he does not think the committee can decide to adjust the budget to allow for the increased estimate on FF&E until the inventory has been completed. A workshop will be held on April 21, 2016 at 7:00pm (location TBD), to discuss building design and roofing systems. O&G reviewed the Preconstruction Schedule. A special meeting was suggested for May 17, 2016 for the committee and the Board of Education to approve abatement and demolition bid documents and the Board of Education to approve the revised Education Specifications. The committee needs to hire an Environmental Consultant for testing and reporting. A. Tarnowski motioned to authorize K. Jackson to issue a purchase order to Fuss & O'Neill in the amount of \$7,185 for hazardous material inspections, design and monitoring services for phase 1 of the project as per their proposal dated April 11, 2016 (No. 20150737.A1E), seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

J. Ruiz motioned to authorize K. Jackson to issue a purchase order to Fuss & O'Neill in the amount of \$3,000 for an environmental site assessment for phase 1 of the project as per their proposal dated April 11, 2016 (No. 20150737.A10), seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED**

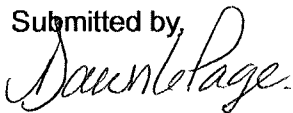
9. Construction Manager update and potential action: No additional discussion.

10. Discussion on communication/social media: No new discussion

11. Citizen's Comments: None

12. Adjournment: P. Picard motioned to adjourn seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:02 p.m.

Submitted by,



Dawn LePage, Clerk