

Minutes

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

Members Absent: Joe Ruiz

Others Present: Director of Educational Operations Ken Jackson, Tecton Architects: Chris Roof, Jeff Wyszynski, Steve Melingonis & Chris Banker; O&G: Mark Jeffco & Lorel Purcell; Arcadis: Jack Butkus; Principal Chris Bennett, Superintendent Jeff Mathieu; and Board of Education Liaison Brad Bernier.

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:05 p.m.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
 - a. **Town email:** None

4. **Approval of Minutes -**

May 12, 2016: p. Picard motioned to approve the June 8, 2016, special meeting minutes, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

5. **Approval of invoices:**

P. Picard motioned to approve Kay's Trucking invoice #44122, dated 5/25/16, in the amount of \$2,836.75 for packing materials, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

P. Picard motioned to approve Kay's Trucking invoice #44135, dated 6/7/16, in the amount of \$3,125.00 for packing materials, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

6. **Project Manager update and potential action:**

- J. Butkus gave a Project Status Report.
- The Commissioning Agent, Sustainable Engineering Solutions, is under contract and has begun the commissioning services. SES has been coordinating with K. Jackson regarding required Owner input.
- Discussion was held regarding the project occupancy and completion date. The estimated date of substantial completion is August, 2018.

7. **Architect update and potential action:**

- The Dept. of Transportation OSTA submission was 6/7/16. Approval anticipated 2 weeks after P&Z approval.
- C. Roof updated the Committee on the project's Conservation Commission and Planning & Zoning submissions and presentations. Conservation Commission approval anticipated 7/13/16 and P&Z approval anticipated 7/20/16.
- Work is proceeding for the Phase I Swing Space.
- The Phase II Abatement & Demolition is being priced by various contractors off the State Bid list.

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- The Construction Documents for Phase III Building & Site Construction is proceeding.
- C. Roof discussed Fuss & O'Neill's proposal submitted for Stormwater Permitting Services. Normally a project's Site Contractor files the permit and includes the cost thereof in its bid, however, Fuss & O'Neill informed Tecton that the permit needs to be filed prior to demolition proceeding and there won't be a Site Contractor under contract. The cost of the permitting services would be \$5,625; Fuss & O'Neill's fee at \$5,000 and the Permit Fee at \$625.00. Discussion followed regarding need to file the permit prior to demolition. The Committee charged J. Butkus to verify the permitting requirements. To avoid delay the Committee opted to approve the Fuss & O'Neill proposal conditionally.

L. Goodwin motioned to approve proceeding with the Fuss & O'Neill's Stormwater Permitting Services proposal in the amount of \$5,625.00 upon verification by Arcadis that the permit is required prior to the demolition work, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.**

- 8. Construction Manager update and potential action:** L. Purcell distributed a handout regarding Abatement and Demolition (Phase II) Options (copy attached). The first option is to proceed with Phase II in July with construction to commence in the spring. The second option is to hold off with Phase II work until February, 2017, with construction to commence thereafter. The pros and cons of each option were thoroughly vetted and discussed by the Committee. The major concerns were student / staff safety and public perception of doing abatement and demolition while school is in session and the concerns of proceeding now with abatement and demolition without knowing the full cost of construction or O&G's Guaranteed Maximum Price being established.

L. Purcell stated that the Bid Opening for Phase II is scheduled for 7/6/16. Before deciding which option to approve the Committee opted to hold a Special Meeting on 7/7/16 @ 7:00 p.m. at which time the Phase II bids will have been opened and the Committee will know the Phase II cost impact.

A. Tarnowski motioned to approve O&G Phase II bid opening on 7/6/16, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.**

K. Jackson informed the Committee that Fuss & O'Neill will be presenting at a WJJMS staff meeting regarding the scheduled haz-mat this summer to go over process, safety protocols, etc. and afford a Q&A opportunity. The meeting is scheduled for 06/30 at 9:00 a.m. at WJJMS.

- 9. Discussion on communication/social media:** T. Tyler raised the need to share more information with the public as the project progressed. Discussion followed.

10. Citizen's Comments: None

- 11. Adjournment:** P. Picard motioned to adjourn, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:45 p.m.

Submitted by,

Ken Jackson, Director of Educational Operations