

**Minutes**

*Thomas Tyler*  
TOWN CLERK

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

**Members Absent:** None

**Others Present:** Tecton: Stephen P. Melingon, Jeff Wyszynski; O&G: Lorel Purcell, Mark Jeffco; Arcadis: Jack Butkus; Board of Finance Liaison Tom Kane, Director of Educational Operations Ken Jackson, Principal Chris Bennett

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:04pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
  - a. **Town email:** None
4. **Approval of Minutes - December 8, 2016:** P. Picard motioned to approve the December 8, 2016 meeting minutes correcting Agenda item #8, bullet 13, spelling of *OSR* to *QSR*; seconded by I. Malsbenden. **MOTION CARRIED.**
5. **Approval of invoices:**
  - L. Goodwin motioned to approve the following invoices, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Tecton	Inv. #38737-R1	Billings to 09/30/16	44,194.88	20,631.73	64,826.61
		Reimbursables (4 Invoices)	<u>3,506.69</u>	<u>138.52</u>	<u>3,645.21</u>
	Dtd. 11/30/16		47,701.57	20,770.25	68,471.82
<b>TOTAL</b>					<b>\$68,471.82</b>

6. **Project Manager update and potential action:**
  - Have been attending scope reviews .
  - Working on submitting change order to the State for Phase 1.
  - Putting together second drawdown from the State to Town.
  - A request will need to be submitted at some point to cover the additional time Arcadis will need to be working on the project.
  - Will arrange for a brief presentation from Multivista.
7. **Architect update and potential action:**
  - Have been assisting O&G with scope reviews.
  - Type of flooring to use was discussed further. Tecton provided samples of the VCT and rubber. Each type of flooring are maintained differently making it difficult to mix type of flooring used. Pros and cons of each were discussed. Principal Bennett said he spoke with the custodial staff and they feel the rubber is by far a better choice for

the school. Tecton will work to get a yearly cost of maintenance for each. The flooring would need to be rebid.

- The cost of stamped concrete compare to regular concrete was evaluated. This will also be put out to rebid

**8. Construction Manager update and potential action:**

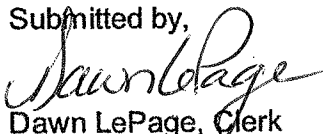
- A letter was received from Eastern Energy regarding the plumbing bid questioning P&D combination bid. P&D submitted separate bids as well as a combination bid but they were not in separate envelopes. O&G feels that based on the wording used when putting out the bid requests what P&D submitted is acceptable. Chairman Tyler asked K. Jackson to follow up with First Selectman Shilosky to have Town Counsel review.
- Withdrawal request letters were received for Firestopping and General Trade Carpentry.
- Concrete contractor is concerned that if wait to mid January for approval getting rebar in time will be a challenge.
- What is included in O&G contingency was discussed. M. Jeffco said that their fee is reduced to reflect the reduction on any contingency not used.
- A. Tarnowski motioned to accept MT Ford Industries bid package of Concrete (1.03) in the amount of \$1,073,000, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED .**
- P. Picard motioned to accept Bid Alternate No. 15 Increased Insurance Limits for Concrete (1.03) in the amount of \$6,000, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to reject Bid Packages 1.02B Concrete Sidewalks and Curbs, 1.09C Flooring, 1.10 Firestopping 1.12 Elevator; seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve AAIS Change Order 1 for a reduction in the amount of \$21,309.38 for abatement work associated with the tunnel; and Change Order 2 for additional temporary weather protection in the amount of \$16,391.06; seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED .**

**9. Discussion on communication/social media:** L. Goodwin and WJJMS Secretary continue to give updates on the project via social media.

**10. Citizen's Comments:** None

**11. Adjournment:** J. Ruiz motioned to adjourn seconded by I. Malsbenden . Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:06pm.

Submitted by,

  
Dawn LePage, Clerk