

**Town of Colchester
WJJMS Building Committee
Meeting Minutes For April 26, 2018**

Members Present: L. Goodwin, P. Picard, I. Malsbenden, J. Ruiz, A. Tarnowski, T. Tyler

1. Call to Order – Chairman Tyler called the meeting to order on 7:14 p.m.
2. Changes to Agenda – no changes to the agenda
3. Citizens Comments – no comments
4. Approval of April 5, 2018 Minutes – A. Tarnowski motioned to approve the April 5, 2018 minutes, seconded by I. Malsbenden. No changes noted. All voted in favor, motion carried.
5. Approval of invoices – no invoices presented for payment
6. WJJMS 6th grade butterfly garden presentation – student members of 6th grade Omega Team from WJJMS gave a presentation on the potential implementation of a butterfly garden to be developed on school property as part of the current construction project. The Committee expressed support for the concept. The students will work with the CM and Architect to further the design concept and provide details at a later date.
7. Project Manager update and potential action
 - Arcadis introduced T. Hamelin as the new project manager.
 - A user change request for window shades needed to meet the educational specifications for classroom safety was reviewed. The Building Committee was in concurrence to further this scope of work.
 - There was a discussion regarding the Town's interest in using a different bonding mechanism for technology purchases.
 - Arcadis updated the Committee on the bid packages for furniture (FF&E) and technology, explaining what would be bid and what would be bought off State contracts.
 - i. I. Malsbenden motioned to approve School Project FF&E purchase off State Contracts in amount of \$1,143,222.41, seconded by J. Ruiz. All voted in favor, motion carried.
 - ii. T. Tarnowski motioned to approve Pupil Services FF&E purchase off State Contract in amount of \$62,976.36, seconded by I. Malsbenden. All voted in favor, motion carried.
 - iii. I. Malsbenden motioned to approve transfer of \$20,000 for Pupil Services Technology Budget from Owner Reserves, seconded by T. Tarnowski. All voted in favor, motion carried.

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- iv. J. Ruiz motioned to approve transfer of \$420,000 for School Project Technology Budget from Owner Reserves, seconded by I. Malsbenden. P. Picard voted not in favor, all other members voted in favor, motion carried.
- v. I. Malsbenden motioned to authorize combined project (School & Pupil Services) technology bid in the estimated amount of \$1,147,297.68, seconded by L. Goodwin. P. Picard voted not in favor, all other members voted in favor, motion carried.

8. Architect update and potential action

- S. Melingonis provided an update on Tecton's recent activities.
- Options for scope of work on facility entry near Gym A were discussed. Option A was supported for additional development.
- The Committee was presented with several options regarding brick staining. The general consensus was to observe current work before proceeding with additional staining

9. Construction Manager update and potential action

- G. Kotait updated the Committee on progress made since the last meeting and planned near-term activities.
- Change Order 87 (RFI 291), Additional seat walls end piers, was discussed. A. Tarnowski motioned to approve CO 87 in amount of \$2,048.00, seconded by J. Ruiz. All voted in favor, motion carried.
- The Committee discussed reusing the current phone system and options to potentially purchase a new system off State contract with warranty. P. Picard motioned to approve \$30,000 for purchase of a new phone system, seconded by I Malsbenden. All voted in favor, motion carried.

10. Discussion on communication/social media – Principal Bennett updated the committee on school tours

11. Citizens Comments – no comments

12. Adjournment – J. Ruiz motioned to adjourn, seconded by T. Tarnowski. All voted in favor, motion carried. Chairman Tyler adjourned the meeting at 9:20.