

**MINUTES**

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

**Members Absent:** None

**Others Present:** Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait, Mark Jeffco; Arcadis: Pam Daly; Director of Educational Operations Ken Jackson, Board of Selectman Liaison Rosemary Coyle, Principal Chris Bennett

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:07pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None  
Town email: None
4. **Approval of Minutes - January 11, 2018:** I. Malsbenden motioned to approve the January 11, 2018 meeting minutes, seconded by A. Tarnowski. All members voted in favor with L. Goodwin and P. Picard abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** None
6. **Project Manager update and potential action:**
  - P. Daly gave an update on status of each area.
  - K. Jackson is working with Planning and Zoning regarding codes for the school signage.
7. **Architect update and potential action:**
  - S. Melingonis said there have been some questions about carpeting and roller shades. There have been meetings with the contractor providing the shades to work through the issues and questions.
  - The client will review FFE options on Monday.
  - A company is coming to school next week to do a demonstration on the touch screen boards. The board the school staff would like is not on the State Contract list. P. Daly said that the school would need to show the benefits of this board and that it is the only one that meets the needs. There are 55 boards being purchased so reimbursement needs to be guaranteed.
  - A. Tarnowski requested that any "loose items" that might result in a PCO be tied up.
8. **Construction Manager update and potential action:**
  - G. Kotait showed pictures of metal panels being produced and reported that they are about half way done with production.
  - Boilers will be started mid-February.
  - Additional pictures were shown of areas such as the bleachers that will be refurbished and ADA cutouts.
  - Permanent power is now on.
  - Permanent heating will be on soon and is needed for the flooring to begin.
  - The project remains on schedule.
  - P. Picard expressed dissatisfaction with exposed insulated piping. S. Melingonis said that white Armaflex can be used in the areas where the pipes are exposed.

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- A. Tarnowski motioned to approve the following Out of Scope Changes for a total net sum of \$8,216.00, seconded by L. Goodwin . Vote was unanimous. **MOTION CARRIED.**

O&G Industries, Inc.  
Project #254

**PCO SUMMARY**  
**1/25/18 SBC MEETING**

William J Johnston MS  
1/23/18

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
00354	Additional (22) data drops in Mac Lab per Owner Request	\$7,321.00	23-Jan-18	CR	N	Y
00355	Add Window Pockets at lowered ceiling due to MCP coordination	\$855.00	23-Jan-18	FC	N	Y
		<b>\$8,216.00</b>				

In Scope CM Contingency Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		<b>\$0.00</b>				

Time Sensitive Changes Approved Since Last SBC Meeting

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		<b>\$0.00</b>				

Time Sensitive In Scope CM Contingency Changes Approved Since Last SBC Meeting

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
		<b>\$0.00</b>				
<b>Total PCO's presented for Approval</b>		<b>\$8,216</b>				

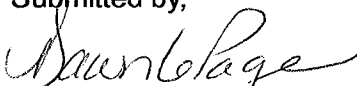
Reason Code: CR = Design Contingency; FC = Field Contingency; CR = Owner's Request; AM = Additional Meeting Attendance; P=Permit  
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**9. Discussion on communication/social media: None**

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

**11. Adjournment:** L. Goodwin motioned to adjourn, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:07pm.

Submitted by,

  
Dawn LePage, Clerk