

MINUTES

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

**Members Absent:** Anthony Tarnowski

**Others Present:** Tecton: Stephen Melingonis, Jeff Wyszynski; O&G: Gus Kotait, Mark Jeffco; Arcadis: Tammy Hamelin, Jack Butkus; CES: Derek Bride; Board of Education: Chairman Brad Bernier, Vice Chairman Renie Besaw; First Selectman Art Shilosky, Superintendent Jeff Burt, Director of Educational Operations Ken Jackson, Principal Chris Bennett, Director of Educational Technology and Instructional Innovation Darren Smith, Citizen Joy Tyler

1. **Call to Order:** Chairman Tyler called the meeting to order at 6:08pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** Board of Education Chairman Brad Bernier introduced Jeff Burt as the new Superintendent.  
**Town email:** None
4. **Approval of Minutes - August 9, 2018:** J. Ruiz motioned to approve the August 9, 2018 meeting minutes, seconded by L. Goodwin. All members voted in favor with P. Picard abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** I. Malsbenden motioned to approve the following invoices for a total of \$1,745,116.84 seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**

WJMS BUILDING PROJECT

INVOICE SUMMARY

09/13/18 MEETING

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #021 Dtd. 09/11/18	CM & Construction Services 08/01/18 – 08/31/18	1,328,474.15	69,054.89	1,397,529.05
Tecton	Inv. # 41134 Dtd. 08/31/18	Billing Period 08/01/18 – 08/31/18	23,565.28	809.72	24,375.00
Arcadis	Inv. # 0921999 Dtd. 06/29/18	Billing Period 06/25/18 – 07/22/18 Commissioning	14,025.00 4,920.63 18,945.63		18,945.63
Arcadis	Inv. # 0915705 Dtd. 05/03/18	Billing Period 05/25/18 – 07/22/18 Commissioning		600.00 194.32 794.32	794.32
Fuss & O'Neil	Inv. #0015858 Dtd. 03/21/18	Phase 3 – Pgt Management / Asbestos/ PCB Monitoring	1,472.81		1,472.81
Fuss & O'Neil	Inv. #0017269 Dtd. 07/15/18	Phase 3 – Multiple Environmental Services	4,546.01		4,546.01
Fuss & O'Neil	Inv. #0017263 Dtd. 07/15/18	Phase 3 – AWP Preparation	1,304.10		1,304.10
The Hartford	Acct # 14971789 09/04/18 Billing	Builders Risk Insurance	4,814.70	199.19	5,004.89
Apple Inc.	Inv. #5744243641 Dtd. 07/09/18	Technology Order	1,374.00		1,374.00
Apple Inc.	Inv. #5744259369 Dtd. 07/07/18	Technology Order	14,315.00		14,315.00
Apple Inc.	Inv. #5744389927 Dtd. 07/09/18	Technology Order	4,122.00		4,122.00
Apple Inc.	Inv. #5744390489 Dtd. 07/09/18	Technology Order	4,122.00		4,122.00
Apple Inc.	Inv. #5744483009 Dtd. 07/09/18	Technology Order	2,748.00		2,748.00
Apple Inc.	Inv. #5744483010 Dtd. 07/09/18	Technology Order	4,122.00		4,122.00
Apple Inc.	Inv. #5744483011 Dtd. 07/09/18	Technology Order	5,495.00		5,495.00

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

- T. Hamelin provided a project status summary.
- Total changes with CM Contingency is 1.49% or \$547,737.
- L. Goodwin shared a list of issues she has received from staff at WJMS including flow of the kitchen, noise from chairs on the floor, need for additional master keys, and lack of communication regarding when items will be delivered. Members agreed that payment should not be made to companies that still need to deliver products.
- There was a joint conversation between Chairman Tyler, Superintendent Burt, and First Selectman Schlosky regarding decisions made on the purchasing of some items. First Selectman Shlosky

WJMS FIRE and Technology Order Processed Through BDL Funds:

VENDOR	INV.#	DESCRIPTION	PRJT.#0043	PRJT.#0044	TOTAL
Changes	INV #0894331769	FFSE Order		3,286.23	3,286.23
	ORD 09/04/18				
<b>TOTAL</b>					<b>\$3,286.23</b>

VENDOR	INV.#	DESCRIPTION	PRJT.#0043	PRJT.#0044	TOTAL
Shook Specialty	INV #20812038714	FFSE Order		2,482.40	2,482.40
	ORD 07/24/18				
Shook Specialty	INV #20812107278	FFSE Order		1,451.15	1,451.15
	ORD 09/07/18				
<b>TOTAL</b>					<b>\$1,745,116.84</b>

VENDOR	INV.#	DESCRIPTION	PRJT.#0043	PRJT.#0044	TOTAL
Apple Inc	INV #574446256	Technology Order		2,748.00	2,748.00
	ORD 07/09/18				
Apple Inc	INV #574449355	Technology Order		13,740.00	13,740.00
	ORD 07/09/18				
Apple Inc	INV #574451005	Technology Order		21,594.00	21,594.00
	ORD 07/09/18				
Apple Inc	INV #5744521814	Technology Order		2,748.00	2,748.00
	ORD 07/09/18				
Apple Inc	INV #5744521815	Technology Order		1,374.00	1,374.00
	ORD 07/09/18				
Apple Inc	INV #5744521816	Technology Order		1,374.00	1,374.00
	ORD 07/09/18				
Apple Inc	INV #5744521817	Technology Order		1,374.00	1,374.00
	ORD 07/09/18				
Apple Inc	INV #5744521819	Technology Order		1,374.00	1,374.00
	ORD 07/10/18				
COM-G	INV #NL P2935	Technology Order		3,093.24	3,093.24
	ORD 07/19/18				
HB Communications	INV #90325445	Technology Order		16,832.94	16,832.94
	ORD 07/25/18				
Karidge Equip Co.	INV #246489	FFSE Order		655.05	655.05
	ORD 09/27/18				
Karidge Equip Co.	INV #247430	FFSE Order		238.00	238.00
	ORD 09/04/18				
Karidge Equip Co.	INV #247454	FFSE Order		345.34	345.34
	ORD 09/04/18				
OPT	INV # 100706	FFSE Order		97,743.65	97,743.65
	ORD 09/07/18				
POMS Inc	INV #PNV340852	Technology Order		12,626.25	12,626.25
	ORD 09/05/18				
POMS Inc	INV #B99335939101	Technology Order		11,520.00	11,520.00
	ORD 08/20/18				
Red Thread	INV # 715982	Technology Order		59,750.00	59,750.00
	ORD 07/04/18				
Shook Specialty	INV # 20812038710	FFSE Order		1,828.19	1,828.19
	ORD 07/20/18				
Shook Specialty	INV #20812092095	FFSE Order		922.76	922.76
	ORD 07/23/18				

stated that items with a short lifespan were not purchased through bonding but instead through last year's BOE budget, as many were seen as supply items and not equipment. Chairman Tyler expressed dissatisfaction that the Committee was not part of the decision making process as to what was purchased. Superintendent Burt said decisions needed to be made quickly and because the BOE had the means to purchase the items it made sense to do so. He also stated that he had met with Principal Bennett and agreed that there were items originally listed but no longer needed due to outdated curriculum. He also expressed the need for not just the purchase of multiple computers but a district-wide technology plan that was sustainable. Chairman Tyler requested that in the future, a special meeting is held to discuss with the Committee any decisions regarding the project.

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

- Members gave consensus for Tecton to move forward with the Childguard glass based on Tecton's approval of the submittal.
- Teachers plan to start the Butterfly Garden in the spring.
- Members will send their thoughts on the recognition plaque for the school to K. Jackson.
- Marquee sign is on the Planning and Zoning agenda.
- Type of door latch used on front doors could be a security issue. Tecton will look into the matter.
- D. Bride said the cables used for the TouchIt screens are designed for them. Superintendent Burt wanted it on record that CES had admitted that they have never used this type of cable and have not consulted with the TouchIt representatives on best insulation. D. Smith contacted 3 expert companies that all disagree with the current method of installation. He wants a screen installed according to TouchIt and Red Thread method to compare how it works with one installed with the current cable.

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

- G. Kotait distributed O&G Monthly Progress Report No. 17 through August 2018.
- Summary Data and Project Commentary were reviewed.
- Dust control measures have been taken during demolition. It should be completed in mid-October.
- The Safety Manager is on site 2-3 times a week.
- In areas E&F under slab plumbing is starting, roofing in ongoing, metal panels and concrete have started.
- J. Ruiz motioned to approve Out of Scope Change #123 for a total net sum of -\$13,806, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #124 for a total net sum of \$2,459, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve Out of Scope Change #126 for a total net sum of \$2,834, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- PCO #121 and #122 were approved prior to the meeting by K. Jackson as Time Sensitive Changes.

**PCO SUMMARY**  
**9/13/18 SBC MEETING**

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
123	Change from porous paving to regular paving per revised CS 102 dated 8/2/18 approved by P&Z on 8/16/18	\$13,806.00	29-Aug-18	OR	N	Y
124	Add Fire retardant paint on existing wood in Gym A and Fitness room entrance	\$2,458.00	5-Sep-18	FC	N	Y
126	Encapsulate roof framing in Area F and add exterior framing at canopy due to existing condition.	\$2,834.00	11-Sep-18	FC	N	Y
		<b>-\$8,513.00</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
121	Supply and install wood to rubber floor joint metal cover grate at entrance to Gym B	\$1,193.00	20-Aug-18	FC	N	Y
122	Add (1) telephone master station for 2nd front office desk.	\$1,593.00	20-Aug-18	OR	N	Y
		<b>\$2,786.00</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>				

**Total PCO's presented for Approval** **-\$6,727**

Reason Code: OR = Owner's Request, FC = Field Condition, OR = Owner's Request, AU = Authority Having Jurisdiction, P=Plumbing

**9. Discussion on communication/social media:** None

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

**11. Adjournment:** I. Malsbenden motioned to adjourn, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 9:42pm.

Submitted by,



Dawn LePage, Clerk