

MINUTES

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

**Members Absent:** Joe Ruiz

**Others Present:** Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait; Arcadis: Tammy Hamelin, Jack Butkus;  
Board of Education: Liaison Mary Bylone; Director of Educational Operations Ken Jackson

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:10pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
4. **Approval of Minutes - September 13, 2018:** I. Malsbenden motioned to approve the September 13, 2018 meeting minutes noting that the meeting had started at 7:08, seconded by L. Goodwin. All members voted in favor with A. Tarnowski abstaining. **MOTION CARRIED.**
5. **Approval of invoices:** I. Malsbenden motioned to approve the following invoices for a total of \$145,156.01 seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Fuss & O'Neill	Inv. #: 0205147 Dtd. 09/17/18	Project Environmental Services	15,985.40		15,985.40
IMTL	Inv. #3202-J Dtd. 07/21/18	Testing Services / Reports	5,815.00		5,815.00
S&P Global Ratings	Inv. #: 11357988 Dtd. 09/25/18	Prjt. Bond Analytical Services	16,354.00	646.00	17,000.00
S&P Global Ratings	Inv. #: 11357995 Dtd. 09/25/18	Prjt. Bond Analytical Services	4,329.00	171.00	4,500.00
A&A Office Systems	Inv. #: INV336642 Dtd. 07/17/18	Color Printers	4,585.00		4,585.00
Creative Recreation	#2789 Dtd. 07/25/18	Round Perforated Tables with Umbrella	24,930.00		24,930.00
Grainger	#9870265791 Dtd. 08/08/18	FF&E Order	3,987.54		3,987.54
Grainger	#9870519866 Dtd. 08/08/18	FF&E Order	384.67		384.67
Grainger	#9874970206 Dtd. 08/14/18	FF&E Order	782.00		782.00
HP Inc.	Inv. #60249462 Dtd. 07/17/18	Technology Order	10,013.85		10,013.85
HP Inc.	Inv. #60252026 Dtd. 07/18/18	Technology Order	55,677.55		55,677.55
PITSCO Education	Inv. #: 719185-1 Dtd. 09/21/18	Structure Tester II	1,495.00		1,495.00
<b>TOTAL</b>					<b>\$145,156.01</b>

RECEIVED  
 COLCHESTER  
 2018 OCT -1 AM 10:19

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

- T. Hamelin has been working with L. Goodwin and staff to establish a list of items that are still needed. She will then price the items and present the Committee with a completed list.
- A purchase order has been issued to Red Thread to do the mockup installation of the TouchIT boards.
- Metal shelving will be delivered next week. Staff will be installing some of the shelving which will result in a credit.
- A. Tarnowski motioned to approve \$17,892 in additional services for Arcadis to provide extended field staff coverage (\$7,668 for September and \$10,224 for October); seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

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

- Zoning Board of Appeals denied request for the marquee type sign.
- Tecton, along with Arcadis and the kitchen design team, met with kitchen staff to discuss concerns with the current layout. Tecton will continue to work on solutions.
- Blind clips on doors are breaking. There is also concern that gaps in the blinds on the windows allow people to be seen in the room during a lockdown situation.
- Options were presented on how to minimize the noise the chairs are making when sliding on the floor. There was general consensus among members to authorize K. Jackson to issue a purchase order to try these various options and determine which will work best.
- J. Butkus questioned Tecton about noise issues. There have been complaints that noise, such as movies, playing in one room can be heard in an adjacent room. J. McElravy will have an acoustician look for possible reasons this is happening.

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

- Two drains in area F were able to be worked into the space.
- Demolition is expected to be done the second week of October.
- Lights have been installed in the gym.
- Sump pump controllers were ruined during recent flooding.
- The following PCO summary was presented. Members expressed concern that an irrigation system would not be used or maintained by the Town if installed. Chairman Tyler asked K. Jackson to request someone from the Town attend the next meeting to speak to this. An irrigation system could result in a reduction of points towards the High Performance Standards. Members chose not to authorize PCO 128 at this time.
- A. Tarnowski motioned to approve In Scope CM Contingency Changes #127 for a total of \$14,396, net cost \$0 after being funded under remaining of gym B and CM Contingency, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

**PCO SUMMARY**  
**9/27/18 SBC MEETING**

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
127	Add Athletic Fields Irrigation, Interior plumbing and electrical work PCO to follow budget \$18,600	\$53,469.00	26-Sep-18	DIR	N	N
		\$53,469.00				

In Scope CM Contingency Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
127	Gym E Equipment switching per CMP Allowance 13	\$14,396.00	26-Sep-18	P	N	Y
		\$14,396.00				

Time Sensitive Changes Approved Since Last SBC Meeting

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

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

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

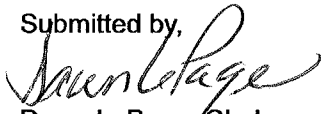
Total PCO's presented for Approval: \$67,865

Reason Code: DIR = Design Deficiency, P = Force Condition, CM = Owner's Request, Rev = Authority Having Jurisdiction, P=Permit

9. Discussion on communication/social media: None

10. Citizen's Comments: M. Bylone expressed dissatisfaction in feeling that teacher needs were being downplayed.

11. Adjournment: I. Malsbenden motioned to adjourn, seconded by P. Picard. Vote was unanimous. MOTION CARRIED. Chairman Tyler adjourned the meeting at 9:13pm.

Submitted by,  
  
 Dawn LePage, Clerk