

**MINUTES**

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

**Members Absent:** None

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

RECEIVED  
TOWN OF COLCHESTER  
JAN 24 2019 11:14 AM

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:10 pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
4. **Approval of Minutes - January 10, 2019:** J. Ruiz motioned to approve the January 10, 2019 meeting minutes noting the typo on item 8, bullet 4, *irritate* should be *irrigate*, seconded by A. Tarnowski. All members voted in favor. **MOTION CARRIED.**
5. **Approval of invoices:**
  - Approval of invoice for Macchi Engineers was deferred. A. Tarnowski asked for additional information and questioned the cost for Principal Supervision. J. Butkus will get more details.
  - I. Malsbenden motioned to approve the following invoice to Kittredge in the amount of \$579, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Macchi Engineers	WJJMS-SI-3	Special Inspection Services	4,332.50	0.00	4,332.50
PO#: 176569	Dtd. 08/30/18				
Kittredge Equip. Co.	Inv. #: 260818	FF&E Order	579.60	0.00	579.60
PO#: 196550	Dtd. 01/03/19				
<b>TOTAL</b>					<b>\$4,912.10</b>

- J. Ruiz motioned to approve an increase in IMTL purchase order in the amount of \$10,000 (\$5,000 for the WJJMS project and \$5,000 for Pupil Services project), seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
6. **Project Manager update and potential action:**
    - TouchIt screens will be installed in the Pupil Services area on Friday.
    - The additional FF&E items requested by staff are starting to be received.
    - Gym equipment has not been ordered yet due to a hold up with the Town Finance Department.
    - There was a meeting with the school's pollination group and the landscaper to discuss where they would like the garden and what type of plantings. They will present to the Building Committee the second meeting in February.
    - The quote for the amphitheater sunshade is \$25,000.
    - Chair casters with locks are now being tried. The other alternatives have not been successful.
    - Screws are coming out of desks due to the vibration when being moved around. T. Hamelin is working with the vendor on a solution.
    - Starting next week T. Hamelin will be on site part-time. Starting 3/1/19 she will be there on an as need basis.
  7. **Architect update and potential action:**
    - J. Wyszynski reviewed the Architects Report.

- The initial punch lists for areas E&F are nearly complete.
- Sample blinds were requested before approval.
- There was a meeting on Monday with site contractors to discuss the dumpster area.
- A draft of the acoustical report was received. Recommendations included acoustical tile between the office area and classroom above as well as additional insulation at MTL deck flutes.
- A meeting was held on site to discuss solutions for problem areas in the kitchen. The steamer condensate line was incorrectly plumbed. Tecton is waiting for a field report from Market Forge. A final PCO is in the process for the modifications. On Monday rubber hoses will be installed and hard pipes to the kettle removed.

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

- The gym is on schedule to be turned over for school use starting 2/4/19.
- Loose paint on the gym floor had been questioned. The manufacturer said it is not losing paint but is the floor moving. Applying a new finishing coat and buffing every 4-6 months is recommended. Chairman Tyler requested a cost for applying an additional coat.
- Chairman Tyler requested Arcadis have an updated budget and a rough estimate on kitchen changes.
- for members to review before making decisions on brick staining.
- I. Malsbenden motioned to approve Out of Scope Change #128 for a total net sum of \$63,878, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #164 for a total net sum of \$4,465, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- A. Tarnowski motioned to approve Out of Scope Change #168 for a total net sum of \$11,059, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- Out of Scope Change Order #172 was deferred until acceptance of mockup.
- P. Picard motioned to approve Out of Scope Change #173 for a total net sum of \$4,321, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #182 for a total net sum of \$2,038, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- J. Ruiz motioned to approve Out of Scope Change #183 for a total net sum of \$559, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- Time Sensitive Changes #169,171,146,184 were previously approved by K. Jackson

O&G Industries, Inc.  
Project #254

**PCO SUMMARY  
1/24/19 SBC MEETING**

William J Johnston MS  
1/23/19

Out of Scope Changes for Approval

PCO #	Title	Cost (\$)	Date	Reason Code	T&M	Reimb Elig
128	Athletic Fields Irrigation	\$63,878.00	6-Oct-18	OR	N	Y
164	Added Electrical circuits and outlets for maintenance equipment	\$4,465.00	6-Jan-19	OR	N	Y
168	Paint Basement Walls and stair. Option to add ceiling paint: Add \$3,994.55	\$11,059.00	14-Jan-19	OR	N	Y
172	Add quick release velcro shades on all classroom sidelights for lockdown	HOLD for SAMPLE	17-Jan-19	OR	N	Y
173	Add cubical curtains for lockdown at media ctr and Innovation CR lobby windows	\$4,321.00	17-Jan-19	OR	N	Y
182	Add Sump Pumps to BMS Alarm	\$2,038.00	22-Jan-19	OR	N	Y
183	Add cast iron downspout hub for rain leader connection	\$559.00	22-Jan-19	FC	N	Y
		<b>\$86,320.00</b>				

**In Scope CM Contingency Changes for Approval**

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

**Time Sensitive Changes Approved Since Last SBC Meeting**

PCO #	Title	Cost (\$)	Date	Reason	T&M	Reimb
169	Paint Gym Mezzanine walls and stair	\$5,735.00	21-Jan-19	OR	N	Y
171	Add Cat6 & power in Health room for AV Screen. Wall blocking & repair on T&M	\$1,381.00	21-Jan-19	OR	N	Y
146	Change Vinyl Signs to painted	\$4,733.00	14-Jan-19	OR	N	Y
184	Add Furring in Gym E behind Wall pads	\$3,027.00	22-Jan-19	FC	Y	Y
		<del>\$14,876.00</del>				
PCO #	Title	Cost (\$)	Date	Reason	T&M	Reimb
		\$0.00				

**Total PCO's presented for Approval      \$91,053**

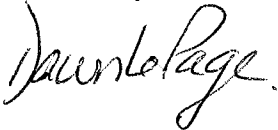
Reason Code: DD = Design Deficiency, FC = Field Condition, OR = Owner's Request, AHJ = Authority Having Jurisdiction, P=Planned

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

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

**11. Adjournment:** J. Ruiz motioned to adjourn, seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:46 pm.

Submitted by,



Dawn LePage, Clerk