

## **Sutton School Building Committee**

Regular Scheduled Mtg., Wednesday, 8/1/12, 6:00 PM

Sutton Middle School and Town Hall, 3<sup>rd</sup> Floor Meeting Room

**Present:** W. Mead, T. Harrison, M. Bailey, J. Smith, K. Stuart, R. Weaver.  
**Absent:** G. Coulter, M. Jerz, R. Raymond, M. Hopkins, T. Friend, D. Davis  
**Guests:** A. Minkus (SBS), T. Alix (SBS), Jon Winikur (SBS)  
V. Dubé (Flansburgh Assoc.), D. McClelland (Flansburgh Assoc.)

- I. The meeting was convened by Wendy Mead at 6:00 PM the new Sutton Middle School for a walk-through conducted by SBS personnel, with input from Flansburgh Associates. Much of the basic structure of the Middle School, auditorium, media center and cafeteria area are in place. Concrete flooring and outer walls are being completed and internal areas are being defined. Internal assembly, including electrical wiring, HVAC, partitions, etc. will start soon. Many comments were made on the affects of perspective – i.e., information provided by plans and pictures in contrast with information provided by visual observation – on distances, dimensions, proportions, placement, and lighting. The response from all was positive.

The walk-through was completed and meeting suspended at 6:50 PM. The meeting was reconvened at 7:03 at Town Hall. A quorum was not present at this time. The meeting continued for informational purposes but no vote was permitted.

- II. Review of and vote on the minutes of the 7-11-12 meeting were postponed to the next meeting.

- III. Finance Sub-Committee Update:

The most recent meeting of the sub-committee was Tuesday, July 17. Alan Minkus presented and reviewed an updated report of the approved items related to the Contingency accounts. The most recent change order, No. 4, primarily relates to utility changes that were required once the old Middle School facility had been removed. Copy of the report accompanies these minutes.

Tim Harrison presented and reviewed an updated report on the submittals to and payments from MSBA. Copy accompanies these minutes. Nos. 18 and 19 on the report are outstanding at the time of this meeting.

Tim commented that expenditure eligibility requirements are being revised. Some items that were previous deemed to be ineligible have been resubmitted. Some of these – or portions of some of these – are expected to be no deemed eligible for reimbursement.

In response to an inquiry, Tim referred to the process as “user friendly” and said that reimbursements are generally being received within 3 weeks. This is a vast improvement over the method that had been used for many years which delayed reimbursement until completion of a project.

II. Construction Update:

Tim Alix reviewed the update document of 7/31/12, copy of which accompanies these minutes. The walk-through conducted by SBS provided useful references for the various items. Jon Winikur inquired about impressions. Responses included comments about size, less distance to the Elementary School, openness and light.

Jim Smith inquired about the capacities of the fire protection water tanks which have been received and will soon be installed. Duncan McClelland confirmed that the 40,000 gallons capacity of one tank meets the code requirement for the entire HS/MS complex. The second 40,000 gallons tank is for the existing ES and ELC facilities. Each will be back-up for the other. The existing fire water pond will remain in place for reserve. However, it will not be the primary source of water for fire protection.

III. Old Business/New Business:

Next meeting scheduled for Wednesday, September 5, 2012. 7:00 PM at Town Hall.

IV. Motion to adjourn made by Jim Smith. Second by Mark Bailey. Motion passed unanimously. 7:26 PM.

Ross Weaver, Recording Secretary