

MINUTES

Members Present: Randy Walikonis, Chris Kueffner, Madison Day, Richard Weyel, Steve Ferrigno, Mary deVecchis, Chris McNaboe, Toni Moran, Kathy Ward, Kelly Lyman, John Carrington

Staff Present: Cherie Trahan, Director of Finance; Allen Corson, Director of Facilities Management; Curt Vincente, Director of Parks and Recreation

Guests: Scott Pellman (Project Manager, Colliers International), Felicia Smith (Colliers International), Ryszard Szczypek (TSKP Studio), Tai Soo Kim (TSKP Studio), Jeff Brown (TSKP Studio), Mehmet Sahin (TSKP Studio)

1. CALL TO ORDER

Meeting called to order at 4:31PM by Chairman Randy Walikonis.

2. APPROVAL OF MINUTES

Ms. Day **moved** to approve the minutes of the January 23, 2020 meeting.
Mr. Weyel seconded the motion.

The motion **passed** unanimously. Mr. Ferrigno abstained from voting.

3. PUBLIC COMMENT

Curt Vincente, Director of Mansfield Department of Parks and Recreation spoke to the Committee about the integration of the school building project into park property. He said he would like to have a conversation and possibly planning meetings about this in the future.

4. OWNERS PROJECT MANAGER UPDATE

Mr. Pellman passed out updated milestone schedules to the Committee.

Ms. Lyman and Ms. Moran joined the meeting at 4:34PM

Mr. Pellman spoke to the Committee about the kick-off meeting with the State that took place on February 4, 2020 and about scheduling design meetings in the future. He also informed the Committee that the Town Attorney is working on the contract with the Commissioning Agent.

5. ARCHITECTS UPDATE

Representatives from TSKP showed the Committee design concepts for a two-story building and discussed geotechnical engineering and factors that contribute to achieving net zero.

6. EXECUTIVE SESSION PURSUANT TO CGS §1-200(6)(E) AND §1-210 (B)24 FOR REVIEW OF SUBMITTED PROPOSALS: ESTIMATOR

At: 5:27PM, Ms. deVecchis **moved** to enter into executive session pursuant to CGS §1-200(6)(E) and §1-210(B)24 for review of submitted proposals for estimator services and to invite John Carrington, Kelly Lyman, Cherie Trahan, Scott Pellman and Felicia Smith into the session. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

The Executive Session concluded and the Committee reconvened in open session at 5:52PM.

7. DISCUSSION AND POSSIBLE ACTION REGARDING SELECTION OF ESTIMATOR FOR THE ELEMENTARY SCHOOL PROJECT IN ACCORDANCE WITH CGS §10-287(B)(2)

Mr. Kueffner **moved** to authorize the Interim Town Manager to enter into an agreement with CHA for estimator services in accordance with CGS §10-287(B)(2). Mr. Weyel seconded the motion.

The motion **passed** unanimously.

8. OTHER MATTERS COMING BEFORE THE COMMITTEE

- a) Approval of invoices submitted by the project manager, Colliers International.

Ms. deVecchis made a **motion** to move, effective February 13, 2020, to approve Collier's invoice number 4866 and number 4867 for payment for their project management services related to Project #078-0068N Mansfield Elementary School. Ms. Day seconded the motion.

The motion **passed** unanimously.

Ms. Lyman, Ms. Ward and Ms. Trahan left the meeting at 5:56PM.

- b) Geotechnical engineering - survey work will be coming.

9. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 6:03PM. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

Tasha N. Smith
Executive Assistant, Town Manager's Office