
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. ADJOURNMENT

   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