

Hybrid Meeting  
Council Chamber | Audrey P. Beck Municipal Building  
4 So. Eagleville Rd, Mansfield, CT

## DRAFT MINUTES

Members Present: Randy Walikonis, Chris Kueffner, Mary deVecchis, Steve Ferrigno, Rich Weyel, Kathy Ward, Chris McNaboe, Madison Day, Toni Moran, Ryan Aylesworth, Peter Dart

Staff Present: Allen Corson, Director of Facilities Management; Bill Trietch, Deputy Director of Facilities Management

Guests: Adam Levitus (Colliers International), Jeff Brown (TSKP Studio), Al Howat (Newfield Construction), Stephen Buccheri (General Manager, Newfield Construction)

1. CALL TO ORDER

Meeting called to order at 4:04PM by Chairman Randy Walikonis.

2. APPROVAL OF 01/12/2023 MEETING MINUTES

Ms. Day **moved** to approve the corrected minutes of the December 29, 2022 meeting. Ms. deVecchis seconded the motion.

The motion **passed** with Ms. Day abstaining from the vote.

3. OPPORTUNITY FOR PUBLIC INPUT

None

4. CONTRACTOR UPDATE

Mr. Howat and Mr. Buccheri reported that the Certificate of Occupancy for the new school was issued on January 24, 2023. They reported on progress of completion of the gym, that they hope to receive Permission to Operate the PV system from Eversource, that about 90% of the furniture was delivered to the classrooms, and their work on completing punch list items.

*Ms. McNaboe joined the meeting*

*Ms. Moran joined the meeting.*

5. ARCHITECT UPDATE

Mr. Brown confirmed that furniture installation was about 90% complete. Mr. Brown and Mr. Szczypek from TSKP Studio and Craig Razza from Kohler Ronan are scheduled to walk the building to complete the punch list the week of January 30th.

6. OPM UPDATE

Mr. Levitus reported that the Certificate of Occupancy was issued and now the documentation for substantial completion was being completed. Colliers is working with the district on dates for moving teaching materials into the school and getting the teachers and other district personnel into the building. The process for bringing in parents and students to see the building was also discussed.

7. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW AND APPROVAL

Ms. McNaboe made a **motion** to approve PCO-146R dated 1/24/2023 in the amount of \$2,489.98 for the installation of 10 electric hand dryers provided by the town. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a **motion** to appropriate \$4800.00 to ACT group as part of the existing town contract for copier moving services through Town IT. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

Ms. DeVecchis made a **motion** to approve the invoice packet dated 1-26-2023 including invoices from ACT, CES, CIRMA, Colliers Project Leaders, Hillyard, JP Larue, Kahn Tractor, Lakeshore, Langan, Prosystems, Red Thread, TSKP Studio, WB Meyer, and Weston & Sampson in the amount of \$208,719.94 and Newfield's Application for Payment #20 in the amount of \$888,314.03 for a total approval of \$1,097,033.97. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

8. ADJOURNMENT

Mr. Kueffner **moved** to adjourn the meeting at 4:50PM. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

Elina Martinez  
Executive Assistant, Town Manager's Office