

## DRAFT MINUTES

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

Staff Present: Allen Corson, Director of Facilities Management; Margaret Chatey, Communications Specialist

Guests: Adam Levitus (Colliers International), Scott Pellman (Colliers International), Jeff Brown (TSKP Studio), Steve Buccheri (Newfield Construction)

### 1. CALL TO ORDER

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

### 2. APPROVAL OF 02/023/2023 MEETING MINUTES

Ms. Moran moved to approve the minutes of the Feb 23, 2023 meeting.

Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

### 3. OPPORTUNITY FOR PUBLIC INPUT

None.

*Mr. Brown joined at 4:15 PM.*

*Mr. Pellman joined at 4:20 PM.*

### 4. CONTRACTOR/ARCHITECT/OPM UPDATE

Mr. Buccheri addressed the Committee on the progress of the project. Wallpaper has arrived; wallpaper mockup in upper atrium is scheduled on March 13. Upon approval, the remaining wallpaper will be installed. Areas of the gym floor with water damage have been removed. The subflooring and flooring will be replaced in those areas. The flooring subcontractor is aware of the date for school opening. The construction trailer will be moved from the site soon, and the site work in that area will start shortly. Mr. Buccheri estimates the punch list is 85% percent complete and commissioning is 65% percent complete. Lighting package is 95% complete.

Mr. Brown addressed the Committee about gym floor specifications.

Mr. Levitus updated the committee on the setup of educational materials in the classrooms. A walk-through with the kitchen director is scheduled. The remaining PCOs will be sent to the committee over the next several weeks as construction nears the end of the project.

5. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW AND APPROVAL

Ms. Moran moved to approve PCO-164 dated 3/7/2023 in the amount for \$1,369.91 for modifications to the lighting controls. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

Ms. Moran made a motion to approve the request for additional services from CES dated 03/08/2023 in the amount of up to \$6600.00 billed on an hourly basis for services for extended construction phase commissioning. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

Ms. Moran made a motion to approve the request for invoice ESC dated 03/02/2023 in the amount of \$2,495.00 for modifications to the classroom speakers. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

6. EXECUTIVE SESSION PURSUANT TO GCS SECTION 1-200(6) AND 1-210(B) FOR DISCUSSIONS OF CONTRACT REVISIONS DUE TO PROJECT DELAYS

Ms. Moran moved at 4:44PM to go into executive session pursuant to CGS section 1-200(6) and 1-210(b) for discussions of contract revisions due to project delays, and invited into the executives session Superintendent Dart, Town Manager Aylesworth, and Project Managers Levitus and Pellman. Mr. Kueffner seconded the motion.

The motion **passed** unanimously.

The committee left executive session at 5:22PM.

7. POSSIBLE ACTION ON CONTRACT REVISIONS

Ms. Moran made a motion to approve TSKP Amendment 9 for a lump sum fee of \$27,772.50 for services through January 2023, and additional services for extended construction administration beyond January 2023 on an hourly basis with an allowance not to exceed \$40,000.00. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

8. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 5:25 PM. Ms. Day seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

Sharon Biggie  
Executive Assistant, Town Manager's Office