

DRAFT MINUTES

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

Staff Present: Charmaine Bradshaw-Hill, Director of Finance; Jaime Russell, Director of Information Technology, Margaret Chatey, Communications Specialist

Guests: Adam Levitus (Colliers International), Scott Pellman (Colliers International), Jeff Brown (TSKP Studio), Al Howat (Newfield Construction); Lauren Rodriguez (Principal, Southeast Elementary School), Peter Dart (Principal, Goodwin Elementary School)

1. CALL TO ORDER

Meeting called to order at 4:02PM by Chairman Randy Walikonis.

2. APPROVAL OF MEETING MINUTES

Mr. Kueffner **moved** to approve the minutes of the February 24, 2022 regular meeting. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

3. OPM UPDATE

Mr. Levitus provided a general status overview and spoke to the Committee about sheathing damage that was noticed in a photo. Mr. Howat told the Committee that an inspection only found one corner of one board unacceptable, and that it has since been repaired. Mr. Levitus gave an update on the progress of the geothermal repairs, energy dashboard and educational display walls. The Committee discussed trestle tree supports and masonry around the elevator shaft.

4. ARCHITECTS UPDATE

Mr. Brown shared revised site plans of the tree buffer and trike path and told the Committee that proposals would go out for pricing.

5. CONTRACTOR UPDATE

Mr. Howat shared aerial photos pointing out the pump house and decking of area B and area C. He also pointed out the leveling of the geothermal field and told the Committee that the project is on schedule for getting the building all closed in. He then shared interior pictures pointing out electrical and drywall installations. The Committee discussed the different ground layers which would cover sanitary and electric lines. Mr. Howat shared an updated construction schedule.

6. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW

Mr. Kueffner made a **motion** to approve PCO-019R3 dated 3-8-2022 in the amount of \$1,247.15 for changing panel board RP-IT1B from Main Lug to Main Circuit Breaker and increasing the main bus rating from 100A to 225A. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a **motion** to approve PCO-059 dated 3-8-2022 in the amount of \$17,432.70 for infrastructure for home runs for security devices. Ms. Ward seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to approve PCO-034R2 dated 12-1-2021 in the amount of \$32,038.56 for additional owner enhancements per SKA-7, 8, 9. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a **motion** to approve PCO-054 dated 2-15-2022 in the amount of \$4,748.52 for added sound control above the ceiling and at the wall separating classroom 3.1 (027) from the adjacent classroom. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a **motion** to approve PCO-055R dated 3-9-2022 in the amount of \$1,308.49 for revisions to window blocking. Ms. Ward seconded the motion.

The motion **passed** unanimously.

Mr. Levitus and Mr. Russell spoke to the Committee about the clerical errors with the bid formulations for the IT package.

Mr. Kueffner made a **motion** to increase purchase order #22002897 for GovConnection for IT equipment by \$11,275.29 for a total purchase order of \$85,487.58. The purchase order is being increased to resolve a clerical error in the bid form for the unit price of widescreen monitors. Ms. deVecchis seconded the motion.

The motion **passed** unanimously

Mr. Kueffner made a **motion** to increase purchase order #22002808 for Atlantic for IT equipment by \$6,360.00 for a total purchase order of \$234,917.63. The purchase order is being increased to resolve a clerical error in the bid form for the cost of the performance bond. Ms. deVecchis seconded the motion.

The motion **passed** unanimously

The Committee discussed the specifications for pertaining blower door and fog testing.

Ms. Moran mad a **motion** to approve the proposal from BVH dated January 27, 2022 in the amount of \$8,000.00 for blower door testing. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

Ms. Moran made a motion to approve the proposal from BVH dated January 27, 2022 in the amount of \$9,000.00 for qualitative fog testing. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

7. OPPORTUNITY FOR PUBLIC INPUT

None

8. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 5:11PM. Ms. Moran seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

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