

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: Allen Corson, Director of Facilities Management; Charmaine Bradshaw-Hill, Director of Finance

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

Ms. McNaboe **moved** to approve the minutes of the March 10, 2022 regular meeting. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to move agenda items 6 and 7 (potential change order / procurement review & review and approval of project invoices) up to the next items in the meeting. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

3. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW

- Mr. Kueffner made a **motion** to approve PCO-061 dated 3-13-2022 for a credit in the amount of \$1,250.00 for eliminating 4 lockers. Ms. Day seconded the motion.

The motion **passed** unanimously.

4. REVIEW AND APPROVAL OF PROJECT INVOICES

Ms. McNaboe made a **motion** to approve monthly invoice packet for February 2022 dated 03-24-2022 including invoices from Atlantic, CES, Colliers Project Leaders, Independent Materials Testing Labs, TSKP Studios in the amount of \$88,242.41 along with Newfield's Application for Payment #10 in the amount of \$2,452,723.57 for a total Approval of \$2,540,965.98. Mr. Weyel seconded the motion.

The motion **passed** unanimously

5. CONTRACTOR UPDATE

Mr. Howat shared aerial photos of areas A, B, and C pointing out the progress of the metal roofing, pump house retaining wall, and geothermal wells field. He also pointed out the fluid applied air barrier that has been sprayed on the building in areas A and B. The Committee discussed the process and results of the fog testing. Mr. Howat shared an updated construction schedule

6. OPM UPDATE

Mr. Levitus provided a status overview and spoke to the Committee about duct work testing. The Committee discussed the advantages and disadvantages of sod versus seeding of the ballfield. Mr. Pellman spoke to the Committee about necessary labor and cost for moving things out of Southeast school prior to abatement.

7. ARCHITECT UPDATE

Mr. Brown shared spoke to the Committee about the site observation reports.

8. OPPORTUNITY FOR PUBLIC INPUT

None

9. ADJORNMENT

Ms. McNaboe **moved** to adjourn the meeting at 4:45PM. Ms. Ward seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

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