

## 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; Margaret Chatey, Communications Specialist; Charmaine Bradshaw-Hill, Director of Finance

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

1. CALL TO ORDER

Meeting called to order at 4:03PM by Chairman Randy Walikonis.

2. APPROVAL OF 04/14/2022 MEETING MINUTES

Ms. McNaboe **moved** to approve the AMMENDED minutes of the April 14, 2022 regular meeting. Ms. Ward seconded the motion.

The motion **passed** unanimously.

3. OPM UPDATE

Mr. Levitus gave a general project update including information about the building completion date, intersection work, demolition of the existing building and sample designs for signage. He then shared the topsoil sampling summary from Langan Engineering and Environmental Services, Inc. (copy attached to the minutes) and discussed the results and cost of this testing as well as results of past testing. Mr. Corson spoke to the Committee about water testing and told them that all tests have yielded "non-detect" results and are done quarterly per State regulations.

4. ARCHITECT UPDATE

Mr. Brown spoke to the Committee about reviewing and approval for installation of zinc panels in one section of the B wing and also told them that he will have a more detailed site observation report at an upcoming meeting. The Committee discussed the tree buffer impact on neighbors and possible next steps.

5. CONTRACTOR UPDATE

Mr. Howat shared site photos that included exterior canopy footings, insulated panels, and waterproof membrane. He told the Committee that masonry work has begun in the gym and pointed out framing and mechanical rough ends in Area A. He also pointed out data lines installation, door framing, and walls being primed in Area B. The Committee

discussed the construction schedule and Mr. Howat spoke about delivery dates for equipment and lighting fixtures.

6. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW

Ms. deVecchis made a **motion** to appropriate \$50,000.00 of budgeted funds to WB Meyer for moving supplies and move services on a time and material basis under State of Connecticut, Department of Administrative Services contract 14PSX0161. Mr. Kueffner seconded the motion.

The motion **passed** unanimously.

7. REVIEW AND APPROVAL OF PROJECT INVOICES

Ms. deVecchis made a **motion** to approve monthly invoice packet for March 2022 dated 04-28-2022 including invoices from Atlantic, CES, Colliers Project Leaders, GovConnection, TSKP Studios, WB Meyer, Weston & Sampson, and Willimantic in the amount of \$117,783.83 along with Nunes Companies' Application for Payment #1 in the amount of \$73,034.10, Nunes Companies' Application for Payment #2 in the amount of \$166,035.05, and Newfield's Application for Payment #11 in the amount of \$2,185,805.94 for a total Approval of \$2,542,658.92. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

8. OPPORTUNITY FOR PUBLIC INPUT

None

9. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 4:55PM. Ms. Day seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

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