DRAFT MINUTES


Members Absent: Mary deVecchis

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 4:02PM by Chairman Randy Walikonis.

2. APPROVAL OF 05/26/2022 MEETING MINUTES
   Mr. Kueffner moved to approve the minutes of the May 26, 2022 regular meeting.
   Ms. Ward seconded the motion.

   The motion passed unanimously.

3. OPM UPDATE
   Mr. Levitus gave a high level overview of the project process including updates on the status of the building interior. He spoke to the Committee about drywall, painting, and cabinetry progress. The Committee discussed the move out schedule for the existing schools.

   Ms. McNaboe joined the meeting at 4:07PM.

   Mr. Levitus shared photos of the buffer trees from the ground level and the second floor of the new building. He also shared next steps plans for overall site landscaping. The Committee discussed design safety and security. Ms. Lyman spoke to the Committee about State safety and security standards and told them that the plans for the new building will have to be reviewed and approved prior to opening.

4. ARCHITECT UPDATE
   Mr. Brown spoke to the Committee about the procedures for reporting progress of repairs that are listed on the site observations and field reports.

5. CONTRACTOR UPDATE
   Mr. Howat shared building exterior photos of the south side retaining wall and progress of windows in area A north and B south.

   Ms. McNaboe left the meeting at 4:33PM.
Additional building interior photos were shown of progress in main level A, classroom cabinets in lower level B, and painting of the trestles in the gym. Lastly, Mr. Howat went over the updated schedule and procurement log.

6. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW
Ms. Ward made a motion to approve PCO-075R dated 6-7-2022 in the amount of $4,922.73 for revised kitchen circuitry. Ms. Day seconded the motion.

The motion passed unanimously.

Mr. Kueffner made a motion to approve PCO-079R dated 6-7-2022 in the amount of $1,530.10 for disassembling cabinets in the existing Southeast School for owner salvage/donation. Mr. Weyel seconded the motion.

The motion passed unanimously.

Mr. Kueffner made a motion to approve PCO-080 dated 6-7-2022 for zero cost for replacing the originally specified occupancy and vacancy sensors in accordance with PR37 dated 4-24-22. Ms. Moran seconded the motion.

The motion passed unanimously.

Ms. Moran made a motion to approve PCO-051R3 dated 3-15-2022 in the amount of $11,315.92 and a contract time extension of 28 calendar days for building substantial completion to 8-12-2022 and building final completion to 10-19-2022 for metal roof decking procurement delays for wings A and B. Ms. Ward seconded the motion.

The motion passed unanimously.

Mr. Kueffner made a motion to approve Change Order 1 dated 6-6-2022 for The Nunes Companies, in the amount of $0 and a contract time extension of 78 days for a completion date of 9-16-2022 for CT Route 89 and CT Route 195 Intersection Improvements. Ms. Day seconded the motion.

The motion passed unanimously.

7. OPPORTUNITY FOR PUBLIC INPUT
None

8. ADJORNMENT
Mr. Kueffner moved to adjourn the meeting at 5:15PM. Ms. Ward seconded the motion.

The motion passed unanimously.

Respectfully Submitted,

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