

DRAFT MINUTES

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

Members Absent: Steve Ferrigno

Staff Present: Allen Corson, Director of Facilities Management; Bill Trietch, Deputy Director of Facilities Management; Margaret Chatey, Communications Specialist; Charmaine Bradshaw-Hill, Director of Finance; Cynthia van Zelm, Executive Director Mansfield Downtown Partnership

Guests: Adam Levitus (Colliers International), Scott Pellman (Colliers International), Jeff Brown (TSKP Studio), Al Howat (Newfield Construction); Lauren Rodriguez (Principal, Mansfield Elementary School); Glen Swantak (MERJE Design)

1. CALL TO ORDER

Meeting called to order at 4:01PM by Chairman Randy Walikonis.

2. APPROVAL OF 07/14/2022 MEETING MINUTES

Ms. deVecchis **moved** to approve the minutes of the August 11, 2022 regular meeting. Ms. Day seconded the motion.

The motion **passed** unanimously.

Ms. van Zelm and Mr. Swantak spoke to the Committee about signage/wayfinding. The Committee discussed size, scale and location of the school sign and proposed seeing mock ups in the near future.

3. CONTRACTOR UPDATE

Mr. Howat shared aerial photos of the site pointing out the demolition of the old building and progress of the different wings of the new building. He also shared interior photos of the corridors, ceilings and classrooms. Lastly, he provided an update on the installation of the DOAS unit and told the Committee that there were no major changes to the procurement log.

4. ARCHITECT UPDATE

Mr. Brown spoke favorably about the status of in place mock ups and items being completed on the punch lists. He told the Committee that he has been making a point of getting out to the site more often to check on the progress and quality of the work.

5. OPM UPDATE

Mr. Levitus spoke to the Committee about the completion of the DOAS unit, getting the heat pumps up and running, and the humidity / temperature control issues with the concrete flooring and identified these as three critical components that are driving the progress of the project completion.

6. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW AND APPROVAL

Ms. McNaboe made a motion to increase the purchase order amounts for the FFE vendors for FFE storage and delayed delivery for up to three months by an amount not to exceed \$48,880.00. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a motion to increase the purchase order amount for Independent Materials Testing Lab (IMTL) from \$130,000.00 to \$165,000.00 for ongoing testing services. Mr. Kueffner seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a motion to increase the purchase order amount for WB Meyer from \$50,000.00 to \$100,000.00 for ongoing moving and storage services. Mr. Kueffner seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a motion to approve PCO-035R2 dated 8-15-2022 in the amount of \$7,335.11 for owner-requested power and data to the stage. Ms. Day seconded the motion.

The motion **passed** unanimously

Ms. McNaboe made a motion to approve PCO-060R dated 8-15-2022 in the amount of \$2,321.12 for resizing and relocating window openings in one location in Area B to align with geometric constraints. Ms. Ward seconded the motion.

The motion **passed** unanimously

Ms. deVecchis made a motion to approve PCO-083R dated 8-15-2022 in the amount of \$719.51 for shifting walls per RFI 276 to account for the acoustic panel recess. Ms. Ward seconded the motion.

The motion **passed** with Mr. Kueffner abstaining from the vote.

Ms. McNaboe made a motion to approve PCO-102R dated 8-24-2022 for an amount not to exceed \$35,350.61 for modifications to the exterior gym wall parapets. Ms. Day seconded the motion.

The motion **passed** unanimously

Ms. Moran made a motion to approve PCO-104 dated 8-22-2022 in the amount of \$2,751.12 for modifications to the base of the exterior gym wall per RFI #295. Ms. Day seconded the motion.

The motion **passed** unanimously

Ms. Day made a motion to approve PCO-105 dated 8-22-2022 in the amount of \$1,567.59 for adding an electrical receptacle for the lobby digital display. Mr. Weyel seconded the motion.

The motion **passed** unanimously

Ms. Day made a motion to approve Change Order 2 dated 8-22-2022 for The Nunes Companies, in the amount of \$8,469.86 for installing electrical handholes pullboxes and relocating a pedestrian button at the CT Route 89 and CT Route 195 Intersection Improvements. Ms. deVecchis 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 July 2022 dated 08-25-2022 including invoices from BVH, CES, Colliers Project Leaders, IMTL, Langan, RnB, TSKP Studios, WB Meyer, and Weston and Sampson in the amount of \$445,861.48 and Newfield's Application for Payment #15 in the amount of \$3,030,566.89 for a total Approval of \$3,476,428.37. Ms. Ward seconded the motion.

The motion **passed** unanimously.

8. OPPORTUNITY FOR PUBLIC INPUT

Mr. Brian Q. Coleman spoke to the Committee about accessing meeting information, contractor errors, and asbestos abatement.

9. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 5:26PM. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

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