

## DRAFT MINUTES

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

Members Absent: Chris McNaboe; Peter Dart

Staff Present: Allen Corson, Director of Facilities Management; Bill Trietch, Deputy 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, Mansfield Elementary School)

1. CALL TO ORDER

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

2. APPROVAL OF 08/25/2022 MEETING MINUTES

Ms. deVecchis **moved** to approve the minutes of the August 25, 2022 regular meeting. Ms. Day seconded the motion.

The motion **passed** unanimously.

3. OPPORTUNITY FOR PUBLIC INPUT

None

4. CONTRACTOR UPDATE

Mr. Howat shared ground level photos of the site, pointing out the excavation progress of the old building and reporting on the removal of asbestos material. He then shared photos of the new building exterior and pointed out progress of the gutters, site lighting, sidewalks, IPE siding, and installation of playground equipment.

*Mr. Ferrigno and Mr. Weyel joined the meeting*

Mr. Howat also shared interior photos pointing out progress of ceilings, plumbing fixtures, interior glass, bathrooms and skylight in area A. He spoke to the Committee about the installation of the DOAS unit and reported that there have been no major changes to the procurement log. The Committee discussed needed repairs to the main interior staircase.

5. ARCHITECT UPDATE

Mr. Brown spoke to the Committee about the site observation reports, informing them that items are being removed from the reports as they are completed. He

also told them that no window or door leaks were detected during the building check after the last rain storm.

6. OPM UPDATE

Mr. Levitus gave a detailed update on the installation of the DOAS unit and spoke to the Committee about the necessity of having a generator installed prior to opening the new building. The Committee discussed issues with dusting as it relates to completion of the flooring. Mr. Levitus gave an update on the buffer trees and communication with concerned neighbors.

7. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW AND APPROVAL

Mr. Weyel made a **motion** to increase the purchase order for Colliers Project Leaders for Reimbursable Expenses from \$10,000.00 to \$17,500.00. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to approve PCO-063R dated 9-7-2022 for a credit in the amount of \$6,109.34 for drywall not required at soffits. Ms. Day seconded the motion.

The motion **passed** unanimously.

Mr. Ferrigno made a **motion** to approve PCO-068R dated 6-29-2022 in the amount of \$1,962.14 for additional furring for structural cross members. Ms. Day seconded the motion.

The motion **passed** unanimously.

Ms. deVecchis made a **motion** to approve PCO-88R2 dated 8-15-2022 in the amount of \$26,118.07 for changes to the AV rough-in and blocking requirements. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

Ms. Day made a **motion** to approve PCO-106 dated 8-30-2022 in the amount of \$10,879.61 for electrical changes for door auto operators. Mr. Ferrigno seconded the motion.

The motion **passed** unanimously.

8. REVIEW AND APPROVAL OF PROJECT INVOICES

Ms. deVecchis made a **motion** to supplemental invoice packet for July 2022 dated 09-08-2022 including invoices from IMTL in the amount of \$26,499.88 and Newfield's Application for Payment #15A in the amount of \$147,523.59 for a total Approval of \$174,023.47. Mr. Weyel seconded the motion.

The motion **passed** unanimously.

9. ADJORNMENT

Mr. Walikonis informed the Committee that going forward meetings will hybrid and members have the option of attending in person (Town Hall, Council Chamber) or virtually (via Zoom).

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

The motion **passed** unanimously.

Respectfully Submitted,

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