

## DRAFT MINUTES

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

Members Absent: Madison Day

Staff Present: Margaret Chatey, Communications Specialist

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 06/09/2022 MEETING MINUTES

Ms. McNaboe **moved** to approve the AMENDED minutes of the June 9, 2022 regular meeting. Mr. Weyel seconded the motion.

The motion **passed** unanimously with Ms. deVecchis abstaining.

3. CONTRACTOR UPDATE

Mr. Howat shared exterior photos of roofs, windows and siding progress. He pointed out PV panels, exterior stairs and site lighting around the building. The Committee discussed protective coating and weathering of the building siding.

Mr. Howat shared interior photos pointing out millwork, drywall installation and painting progress. He showed the Committee photos of the kitchen fiberglass wall panels and building electrical panels.

*Mr. Ferrigno joined the meeting at 4:19PM*

Mr. Howat went over the updated construction schedule and procurement log and discussed the arrival of flooring and FF&E.

4. ARCHITECT UPDATE

Mr. Brown told the Committee that he issued another site observation report and worked with Newfield on corrective measures for the items. The Committee discussed supervision and accountability of sub-contractors that are working on the site.

5. OPM UPDATE

Mr. Levitus reported that the move out of Southeast School was underway with no major issues. He then went over the projects upcoming key dates and milestones through the end of July. The Committee discussed the quality of work being completed.

6. POTENTIAL CHANGE ORDER / PROCUREMENT REVIEW

Ms. McNaboe made a **motion** to approve PCO-024R3 dated 3-10-2022 in the amount of \$14,890.48 for power to the telescoping bleachers. Mr. Weyel Day seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to approve PCO-039R2 dated 6-7-2022 in the amount of \$2221.48 for changes to the technology components per owner request. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to approve PCO-052R3 dated 6-7-2022 in the amount of \$41,843.44 for metal deck infill at the roof edge of the A & B wings. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

Ms. McNaboe made a **motion** to approve PCO-082 dated 6-9-2022 in the amount of \$4830.28 to integrate the fire alarm system and the security system per owner request. Mr. Kueffner seconded the motion.

The motion **passed** unanimously.

The Committee discussed educational display walls

Mr. Ferrigno made a **motion** to approve PCO-090 dated 6-20-2022 in the amount of \$26,000.04 for additional digital wall coverings.

The motion **failed** for lack of a second.

Mr. Kueffner made a **motion** to appropriate \$3,000.00 of funds to IMTL for materials testing services on a unit cost basis under state contract for the off-site intersection work. Ms. McNaboe seconded the motion.

The motion **passed** unanimously.

Mr. Kueffner made a **motion** to increase the purchase order amount for Michael Horton Associates (MHA) from \$4,900.00 to \$8,900 for ongoing special inspection services. Ms. McNaboe 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 May 2022 dated 06-23-2022 including invoices from Arborist Tree Care Services, Atlantic, CES, Colliers Project Leaders, GovConnection, IMTL, MHA, and TSKP Studios in the amount of \$256,929.65 along with The Nunes Companies Application for Payment #3 in the amount of \$29,148.49 and Newfield's Application for Payment #13 in the amount of \$3,343,730.87 for a total Approval of \$3,629,809.01. Mr. Weyel seconded the motion

The motion **passed** unanimously.

8. OPPORTUNITY FOR PUBLIC INPUT

None

9. ADJORNMENT

Mr. Kueffner **moved** to adjourn the meeting at 6:02PM. Ms. deVecchis seconded the motion.

The motion **passed** unanimously.

Respectfully Submitted,

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