

## Minutes

**Members Present:** Thomas Tyler, Lynn Goodwin, Paul Picard, Irene Malsbenden, Anthony Tarnowski

**Members Absent:** Joe Ruiz

**Others Present:** Tecton: Stephen P. Melington, Jeff McElravy; O&G: Lorel Purcell, Gus Kotait; Arcadis: Pam Budas, Jack Butkus; Board of Finance Liaison Tom Kane; Director of Educational Operations Ken Jackson; First Selectman Art Shilosky; Principal Chris Bennett, Board of Education Liaison Brad Bernier, Superintendent Jeff Mathieu,

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:06pm.

2. **Changes to the Agenda:** None

3. **Citizen's Comments:** None  
a. **Town email:** None

4. **Approval of Minutes - March 9, 2017:** P. Picard motioned to approve the March 9, 2017 meeting minutes, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED**

5. **Approval of invoices:** A. Tarnowski motioned to approve the following invoices for a total of \$166.82, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Universal Copy	Inv. #44062 Dtd. 01/12/17	Ph. 3 - Bid Addendum #6	100.03	3.95	103.98
Universal Copy	Inv. #44207 Dtd. 01/30/17	Ph. 3- Bid Addendum #7	60.45	2.39	62.84
TOTAL					\$166.82

6. **Project Manager update and potential action:**

- Project kickoff meeting with all trades was held.
- Still waiting for DEEP permit in order to break ground. The permit was filed on February 1, 2017. The permit should be issued within 60 days. G. Kotait anticipates getting the permit soon and will call tomorrow to check on status.
- A meeting was held with CES and JJIS principals to update them on the project and issues with parking. There are parking spots in the rear of CES that will be coned off to allow O&G space enough for trucks to enter. Due to this decreasing CES staff parking, CASTLE was informed their staff can no longer park in the CES front parking lot to allow more room for CES staff.
- An owner's meeting will be held every Friday at 8:30.
- The request for extended construction phase service for Arcadis was tabled by Chairman Tyler until next meeting when all members are in attendance.

7. **Architect update and potential action:**

- Tecton has been helping O&G with alternates for concrete.
- Continue to review submittals.

**8. Construction Manager update and potential action:**

- L. Purcell informed the Committee that the landscape consultant had made site visits to Sil/Carr Corp. projects to investigate the quality of the finished stamped concrete. Sil/Carr Corp is unable to demonstrate it meets the installer qualifications specified, in particular, the proposed installer has to have completed at least five imprinted concrete installations of high quality and similar in scope to that required.
- L. Goodwin motioned to accept bid alternate No. 17, Stamped Concrete; and bid alternate 15, Increased Insurance Limits; for bid package 1.02b, Concrete Sidewalks and Curbs, seconded by J. Ruiz. Vote was 4-1 with P. Picard opposed. **MOTION CARRIED.**
- I. Malsbenden motioned to award bid package 1.02b, Concrete Sidewalks and Curbs, to Costa & Son, LLC in the amount of \$618,322; with a base bid of \$ 536,661; including Alternate #3 (Parking - Lot East) for \$12,425, Alternate #15 (Increased Insurance Limits) for \$14,000, Alternate #17 (Stamped Concrete) for \$55,236, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
- A safety orientation will be held for the Committee during one of the meetings. Principal Bennett said that a safety video has been created for the students as well.

**9. Discussion on communication/social media:** WJJMS staff continues to update social media.

**10. Citizen's Comments:** Chairman Tyler took this time, on behalf of the Committee, to thank L. Purcell for her work on the project and commend her for the job she did in preparing bids.

**11. Adjournment:** L. Goodwin motioned to adjourn seconded by P. Picard. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 7:48 pm.

Submitted by,

Dawn LePage, Clerk