

MINUTES

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

Members Absent: None

Others Present: Tecton: Stephen Melingonis, Jeff McElravy; O&G: Gus Kotait; Arcadis: Tammy Hamelin, Jack Butkus; Fuss & O'Neill Kevin McGarry, TC Landscaping Philip Theriault; Board of Education Vice Chairman Renie Besaw, Superintendent Jeff Burt, Director of Educational Operations Ken Jackson, Principal Chris Bennett, Bacon Civic Students

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:09 pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** Philip Theriault, TC Landscaping, gave his recommendations for establishing the athletic fields. He is willing to donate the Butterfly garden and suggested the best location.
4. **Approval of Minutes - October 11, 2018:** J. Ruiz motioned to approve the October 11, 2018 meeting minutes amending to reflect the corrected invoice summary as presented by K. Jackson, seconded by L. Goodwin. All members voted in favor. **MOTION CARRIED.**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #022 Dtd. 10/10/18	CM & Construction Services 09/01/18 – 09/30/18	1,139,199.06	118,177.96	1,257,377.02
Tecton	Inv. #41245 Dtd.: 09/30/18	Billing Period 09/01/18 – 09/30/18	23,565.28	809.72	24,375.00
Arcadis	Inv. #0930660 Dtd. 09/25/18	Billing Period 08/20/18 – 09/23/18 Addl. FF&E / Move In Services Commissioning	6,700.00 7,668.00 9,841.26 24,209.26		24,209.26
Arcadis	Inv. Dtd.	Billing Period 08/20/18 – 09/23/18 Commissioning		300.00 388.74 688.74	688.74
IMTL	Inv. #3202-K Dtd. 08/22/18	Testing Services / Reports	1,702.97	455.32	5,815.00 2,158.29
CDW-G	Inv. #NWJ5742 Dtd. 08/22/18	Technology Order	6,500.00	0.00	6,500.00
CDW-G	Inv. #PJX4150 Dtd. 09/26/18	Technology Order – CREDIT	-895.60 -895.59		-895.59
CDW-G	Inv. #PJX4155 Dtd. 09/26/18	Technology Order – CREDIT	-1,322.16		-1,322.16
HP Inc.	Inv. #60475746 Dtd. 09/17/18	Technology Order	1,704.00		1,704.00
HP Inc.	Inv. #60490354 Dtd. 09/19/18	Technology Order	1,400.00		1,400.00
Insalco Corp.	Inv. #7620 Dtd. 08/23/18	FF&E Order	97,340.65		97,349.65
Kitredge Equip. Co.	Inv. #245829 Dtd. 08/21/18	FF&E Order	2,783.44		2,783.44
Kitredge Equip. Co.	Inv. #245780 Dtd. 08/21/18	FF&E Order	2,648.53		2,648.53

Kitredge Equip. Co.	Inv. #245831 Dtd. 08/21/18	FF&E Order	22,920.78		22,920.78
Kitredge Equip. Co.	Inv. #245843 Dtd. 08/21/18	FF&E Order	1,028.75		1,028.75
Kitredge Equip. Co.	Inv. #248746 Dtd. 09/13/18	FF&E Order	2,509.33		2,509.33
Kitredge Equip. Co.	Inv. #250437 Dtd. 09/27/18	FF&E Order	3.30		3.30

Kitredge Equip. Co.	Inv. #249803 Dtd. 09/21/18	FF&E Order	53.79		53.79
Kitredge Equip. Co.	Inv. #251425 Dtd. 10/04/18	FF&E Order	41.40		41.40
PCM-G	Inv. #B08815240101 Dtd. 07/23/18	Technology Order	2,699.00		2,699.00
PCM-G	Inv. #B08815360101 Dtd. 07/18/18	Technology Order	2,450.00		2,450.00
PITSCO Education	INV. #719188-1 Dtd. 09/21/18	FF&E Order	1,495.00		0.00
School Specialty	Inv. #208120909710 Dtd. 07/20/18	FF&E Order	1,828.19		1,828.19
School Specialty	Inv. #208120920066 Dtd. 07/23/18	FF&E Order	1,845.62 922.76		1,845.62 922.76
W.B. Mason	Inv. #SF00128673-INV1 Dtd. 08/29/18	FF&E Order	420.30		420.30
W.B. Mason	Inv. #SF00128673-INV1 Dtd. 08/29/18	FF&E Order	19,836.00		19,836.00
TOTAL					\$1,473,689.78

5. **Approval of invoices:** J. Ruiz motioned to approve the following invoices for a total of \$583,575.67 noting that the top three items are related to the bonding, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**

WJMS BUILDING PROJECT

INVOICE SUMMARY

10/25/18 MEETING

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Phoenix Advisors	No Inv. # Dtd. 10-17-18	Financial Advisory Services for Bond Issuance	22,396.97	884.70	23,281.67
Source Media	Inv. #ADV0292867 Dtd. 09/27/18	Bond Issuance Expenses	1,223.06	48.34	1,272.00
Day Pitney	Inv. #34002958 Dtd. 10/23/18	Bond Counsel Professional Services	30,303.00	1,197.00	31,500.00
Grainger	Inv. #9911209659 Dtd. 09/20/18	FF&E Order	169.35	0.00	169.35
PO# 196556	Inv. #9913626336 Dtd. 09/24/18	FF&E Order	14,250.33	0.00	14,250.33
Grainger	Inv. #9907461629 Dtd. 09/17/18	FF&E Order	7,296.05	0.00	7,296.05
PO# 196556	Inv. #9928589661 Dtd. 10/08/18	FF&E Order	17,698.65	0.00	17,698.65
Grainger	Inv. #99994857 Dtd. 08/10/18	FF&E Order	17,300.08	0.00	17,300.08
PO #186584	Inv. #715962 07/24/18	Touchit Screens	6,300.00	0.00	6,300.00
Red Thread	Inv. #721092 08/22/18	Touchit Screens	298,079.11	9,007.37	307,086.48
PO# 186572	Inv. #720756 Dtd. 08/17/18	FF&E Order	93,560.96	0.00	93,560.96
Red Thread	Inv. #727686 Dtd. 09/27/18	FF&E Order	15,577.10	0.00	15,577.10
PO# 186582	Inv. #SF00128673-INV3 Dtd. 10/22/18	FF&E Order	38,916.00	0.00	38,916.00
W.B. Mason	Inv. #SF00128673-INV4 Dtd. 10/22/18	FF&E Order	9,367.00	0.00	9,367.00
PO# 196526					
TOTAL					\$583,575.67

6. Project Manager update and potential action:

- P. Picard motioned to approve an extension of Aracadis' term of service to allow for continuous full-time on-site staff support through December 14, 2018, in the amount of \$11,928.00, seconded by I. Malsbenden. Members voted in favor with A. Tarnowski opposed. **MOTION CARRIED.**
- J. Butkus presented an analysis of the projected Town costs. Chairman Tyler asked this be updated monthly at the second meeting of each month.
- L. Goodwin motioned to approve additional FF&E request as presented (excluding PE Equipment) in the amount of \$47,886.52, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.** Principal Bennett assured the Committee that this would be the final additional FF&E request.
- A. Tarnowski motioned to approve User Change Order Request #017 in the amount of approximately \$2055.65 for Pupil Services, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

7. Architect update and potential action:

- Additional brick staining is weather dependent. Chairman Tyler asked for pricing on band around Pupil Services and Gym B.
- Members toured the kitchen to discuss issues with the current layout and ways to improve it. Chairman Tyler requested a breakdown of costs.
- Kevin McGarry, Fuss & O'Neill, spoke to the Committee on making the temporary driveway into CES permanent as well as current traffic flow concerns. Principal Bennett shared how the flow is currently working and where he sees issues. It was agreed to proceed with the paving as planned and reevaluate to see how the flow is without the temporary driveway before making any decisions.

8. Construction Manager update and potential action:

- Trusses around Area F might require metal plates. G. Kotait will consult with the Structural Engineer.
- Structural work in the gym has been completed.
- Flooring was poured.
- The bench in the hallway outside the cafeteria was installed.
- L. Goodwin motioned to approve Out of Scope Change #143 for a total net sum of -\$88,481.00, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #144 for a total net sum of -\$110,543.00, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
- I. Malsbenden motioned to approve Out of Scope Change #147 for a total net sum of -\$4,757.00, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**
- L. Goodwin motioned to approve Out of Scope Change #148 for a total net sum of \$1,154, seconded by A. Tarnowski. Vote was unanimous. **MOTION CARRIED.**

Submitted by,
Dawn LePage
Dawn LePage, Clerk