

Town of Colchester
WJJMS Building Committee
May 25, 2017 – 7:00 PM
WJJMS - Cafeteria

Minutes

Members Present: Thomas Tyler, Lynn Goodwin, Joe Ruiz, Anthony Tarnowski

Members Absent: Paul Picard, Irene Malsbenden

Others Present: Tecton: Jeff McElravy; O&G: Gus Kotait, Mark Jeffco; Arcadis: Jack B. [unclear];
Director of Educational Operations Ken Jackson

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Gayle Furman
TOWN CLERK

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 - May 11, 2017:** J. Ruiz motioned to approve the May 11, 2017 meeting minutes, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.**
5. **Approval of invoices:** A. Tarnowski motioned to approve the following invoices for a total of \$36,229.61, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
Tecton	Inv. #: 39534	Billing Period 04/01/17 – 04/30/17	32,617.30	1,120.76	33,738.06
		Reimbursables (1 Invoice)	708.56	27.99	736.55
	Dtd.: 04/30/17		33,325.86	1,148.75	34,474.61
Macchi Engineers	WMJOHNSTON SI	Special Inspections & Reports	1,755.00		1,755.00
TOTAL					\$36,229.61

6. **Change Order approval process and potential action:** On Thursday, May 18, 2017 the Board of Selectmen moved and approved to authorize the WJJMS Building Committee's request to add Ken Jackson, Board of Education Facility Manager, as an authorized signer for time sensitive change orders valued at no more than \$20,000 if the Building Committee Chairperson Tom Tyler is unavailable and unreachable. Now having approval from the BOS, J. Ruiz motioned to authorize Ken Jackson, Board of Education Facility Manager, as an authorized signer for time sensitive change orders valued at no more than \$20,000 if Chairman Tom Tyler is unavailable and unreachable. Ken Jackson shall report on all such transactions which have transpired since the previous meeting so that they may become part of the public record. L. Goodwin seconded the motion. Vote was unanimous. **MOTION CARRIED.**
7. **Multi Vista discussion and potential action:** Quotes were received from Multi Vista. A provider of similar services approached K. Jackson and would like to do a presentation to the Committee. A. Tarnowski questioned if the State would require going out to bid and if we really need the service, asking if it is a duplication of services already provided by O&G. M.

Jeffco said that O&G does not do the documentation to the extent in which Multi Vista does it. Chairman Tyler asked if the service would be reimbursable. J. Butkus said that it should be but is not 100% certain. Members agreed to have the other company come and present at the next meeting before making any decisions.

8. Project Manager update and potential action:

- J. Butkus reported that Pam Budas has been on site the last couple weeks.
- On going Site Observation meetings are held each week.
- Arcadis met with MultiVista to help determine a scope of work.
- A. Tarnowski asked for the gauge of break metal being used.

9. Architect update and potential action:

- A fire hydrant was to be added at the end of the existing waterline that was thought to be installed next to CES. It was discovered that the waterline was never installed past the water gate valve near the existing portables. Tecton contacted the Fire Marshall asking if the fire hydrant still needed to be installed, as this would be an additional cost to the project. The Fire Marshall has stated that he requires a fire hydrant on southeast corner of soccer field. A. Tarnowski asked why there were hydrants by the field. He also wants to know if this is a "want" by the Fire Marshall or a State requirement. Chairman Tyler requested Tecton go back to the Fire Marshall to clarify if it is a true requirement.
- School colors for equipment in the gym has been confirmed.
- Tecton attended the CM's weekly coordination meeting to resolve some issues.
- RFIs continue to be worked on.
- Schedule of Values is being reviewed with CM.

10. Construction Manager update and potential action:

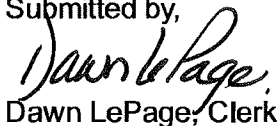
- Work continues on underground plumbing and slab pouring.
- Selective demo in Gym B is almost done.
- Plumbing has begun in the kitchen.
- Steel framing where skylights are is being removed.
- Roof work over cafeteria has started.
- No written report has been received on the second roof scan but there were no changes from the first scan.
- G. Kotait participated in Career Day at WJJMS. Chairman Tyler thanked Mr. Kotait and O&G for participating.

11. Discussion on communication/social media: None

12. Citizen's Comments: None

13. Adjournment: J. Ruiz motioned to adjourn seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:02 pm.

Submitted by,



Dawn LePage, Clerk