

TOWN OF COLCHESTER
SENIOR CENTER BUILDING COMMITTEE
FEBRUARY 28, 2023 – 7:00 P.M.
VIRTUAL MEETING

MINUTES

Members in Attendance: Tony Tarnowski, Kevin Hastings, Ron Silberman, Joe Ruiz, Majorie Mlodzinski, Sean Nadeau, Marilyn Turner

Alternates in Attendance: Madelyn Starkey, Geraldine Transue

Members Absent: None

Alternates Absent: None

Others Present: Silver/Petrucelli: Chris Nardi, David Stein; CSG: Mark Garilli; Board of Selectmen Liaison: Rosemary Coyle; Board of Selectman D. Turner, Citizens: M. Dubreuil, C. Russi, R. Avery, J. Rose, S. Silberman,

1. **Call to Order:** Chairman Tarnowski called the meeting to order at 7:00 p.m.
2. **Seating of Alternate members:** None
3. **Amendments to Agenda:** None
4. **Citizens Comments:** M. Dubreuil spoke in regard to having a ground-breaking ceremony when there is a budget shortfall.
5. **Approval of minutes of February 14, 2023:**
J. Ruiz motioned to approve the minutes of February 14, 2023. S. Nadeau seconded the motion. R. Silberman questioned statements made during citizen's comments being part of the minutes. Members voted via roll call. Vote was 6:1 with R. Silberman voting against. **MOTION CARRIED.**
6. **Correspondence:** None
7. **Approval of Invoices**
 - a. **Dawn LePage:** None
 - b. **Silver Petrucelli:** Silver/Petrucelli's invoice discussed under agenda item 10.
 - c. **CSG:** None
8. **Public Information Sub-committee Report and discussion:** The sub-committee will meet tomorrow.
 - a. **Ground Breaking Ceremony:** None
 - b. **Letters to Editor:** None
9. **CSG Update**
 - a. **Budget Review, Adjustments and Transfers:** There has been a change in staff in the finance office. Chairman Tarnowski is waiting to meet with the new finance director to review the discrepancies in the budget.
 - b. **RFP for Testing services:** The RFP was finalized Thursday.
 - c. **RFP for Commissioning Agent:** This will be done at a later date.
 - d. **Project Kick-off Meeting:** A meeting is scheduled for March 6th at 10:00 in Town Hall.
10. **Silver/Petrucelli Update:**
 - a. **Change Order Request - Printing Costs:** J. Ruiz motioned to accept change order #6 in the amount of \$2,955.37 for additional printing services. The motion was seconded by K. Hastings. All members voted via roll call. Vote was unanimous. **MOTION CARRIED.**
 - b. **Invoice Approval - Printing Costs:**
S. Nadeau motioned to approve Silver/Petrucelli invoice 22-0281 dated February 1, 2023, for a total of \$2,955.37. The motion was seconded by K. Hastings. All members voted via roll call. Vote was unanimous. **MOTION CARRIED.**

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- c. **Construction Phase:** Bob Washburn, Construction Administrator, will be attending the kick-off meeting and will start attending owner's meetings. Submittals will start coming in after the meeting on Monday.
- d. **FF&E Update:** Members discussed if FF&E could be reviewed for accuracy or if there are still too many uncertainties at this time, such as funding, to pursue now.

C. Nardi reported that during a meeting with BRD, BRD was asked to present ideas for value engineering. CSG contributed ones as well. BRD is now working on establishing a dollar amount to each of the items that could be removed from the project or altered to save on the cost.

11. BRD Builders Update:

- a. **Building Permit Application:** BRD has filed their building applications. They will hopefully have the permits in a week or two. They were given the go ahead to start clearing trees without the building permit. The site contractor could possibly start clearing trees on Monday. Eversource is also clearing trees along Lebanon Avenue.
- b. **State of Connecticut Application:** The certificate of insurance and copies of payment performance bonds were received and necessary documents passed along to the town attorney.

12. Open Items:

- a. **Eversource Gas Easement:** The coordinating of the gas easement is being worked on.
- b. **DECD Grant Update:** The state attorney has sent to the town attorney the contract binder.
- c. **Additional Funding Sources:** None

13. Citizens Comments: M. Dubreuli spoke about the reason for his interest in the project. C. Russi spoke about fundraising and cost saving ideas.

14. Adjournment: R. Silberman motioned to adjourn. Chairman Tarnowski adjourned the meeting at 7:43 pm.

Submitted by,

Dawn LePage, Clerk

Attachments:

Silver/Petrucci Invoice

**SILVER PETRUCELLI + ASSOCIATES**

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Colchester
127 Norwich Avenue
Colchester, CT 06415

Invoice number 22-0281
Date 02/01/2023

Project **20.003 Colchester - Senior Center**

Professional services through February 17, 2023.

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Schematic/Conceptual Design	46,991.00	88.00	41,352.08	41,352.08	0.00
Design Development	151,060.00	100.00	151,060.00	151,060.00	0.00
Construction Documents	103,584.00	100.00	103,584.00	103,584.00	0.00
Bidding Phase	21,580.00	100.00	21,580.00	21,580.00	0.00
Construction Administration	107,900.00	1.00	1,079.00	1,079.00	0.00
GeoTechnical Borings (G801 #1)	5,472.00	100.00	5,472.00	5,472.00	0.00
Surveyor Goe-Tech Markings (Dutch & Associates) (G802 #2)	550.00	100.00	550.00	550.00	0.00
A2 Survey Updates (Dutch & Associates) (G802 #2)	2,750.00	100.00	2,750.00	2,750.00	0.00
Wetland Delineations and Submission (G802 #3)	8,030.00	100.00	8,030.00	8,030.00	0.00
Water Flow Testing Charge (G802 #4)	655.12	100.00	655.12	655.12	0.00
Fee Adjustment (G802 #5)	485.00	100.00	485.00	485.00	0.00
Total	449,057.12	74.96	336,597.20	336,597.20	0.00

Invoice subtotal	0.00
Joseph Merritt printing \$2686.70x1.1	2,955.37
Invoice total	2,955.37

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Schematic/Conceptual Design	46,991.00	41,352.08	41,352.08	0.00
Design Development	151,060.00	151,060.00	151,060.00	0.00
Construction Documents	103,584.00	103,584.00	103,584.00	0.00
Bidding Phase	21,580.00	21,580.00	21,580.00	0.00
Construction Administration	107,900.00	1,079.00	0.00	1,079.00
GeoTechnical Borings (G801 #1)	5,472.00	5,472.00	5,472.00	0.00
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Water Flow Testing Charge (G802 #4)	655.12	655.12	655.12	0.00
Fee Adjustment (G802 #5)	485.00	485.00	485.00	0.00
Total	449,057.12	336,597.20	335,518.20	1,079.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
22-0232	02/01/2023	1,079.00	1,079.00				
	Total	1,079.00	1,079.00	0.00	0.00	0.00	0.00

Approved by:

David J. Stein
 Project Manager