

TOWN OF COLCHESTER
SENIOR CENTER BUILDING COMMITTEE
March 14, 2023 – 7:00 P.M.
VIRTUAL MEETING

MINUTES

Members in Attendance: Tony Tarnowski, Ron Silberman, Majorie Mlodzinski, Marilyn Turner, Sean Nadeau

Alternates in Attendance: Madelyn Starkey

Members Absent: Kevin Hastings, Joe Ruiz

Alternates Absent: Gerry Transue

Others Present: Director of Senior Services Patty Watts; Silver/Petrucci: David Stein, Bob Washburn; CSG: Mark Garilli, Jon Gumbotz; Board of Selectmen Liaison: Rosemary Coyle; Citizens: C. Russi, Denise Turner, Greg Barden, Joanne Rose, Linda Pasternak, Krista Kardys, Stacy Silberman

1. **Call to Order:** Chairman Tarnowski called the meeting to order at 7:01 p.m.
2. **Seating of Alternate members:** None
3. **Amendments to Agenda:** None
4. **Citizens Comments:** None
5. **Approval of minutes of February 28, 2023**
 - S. Nadeau motioned to approve the minutes of the February 28, 2023 meeting. M. Mlodzinski seconded the motion. Members voted via roll call. All members voted in favor. **MOTION CARRIED.**
6. **Correspondence:** Chairman Tarnowski noted email he sent to the Sewer and Water Commission asking to be put on their agenda for their March 22, 2023 meeting to request a Waiver of Fees for domestic water, fire sprinkler water line and sewer line. He has not been advised if the Building Committee request has been granted, but noted is a bit early for the agenda to be publicized. He will let members know if the request is granted. R. Silberman noted the meeting would be at 7:00 p.m. in the First Selectmen's conference room.
7. **Approval of Invoices:** None
8. **Public Information Sub-committee Report and discussion:** The sub-committee met on March 1, 2023. They have set a date for the Groundbreaking Ceremony for April 21, 2023 at 10:30 a.m. The subcommittee presented a copy of the program that will be used for the ceremony.
 - a. S. Nadeau made a motion to approve the ceremony as presented. M. Mlodzinski second the motion. Members voted via roll call. All members voted in favor. **Motion Carried.**
 - b. M. Mlodzinski noted she has sent an update for the Senior Center Newsletter which will be published before the end of the month.
9. **CSG Update**
 - a. **Budget Review, Adjustments and Transfers:** Chairman Tarnowski reported he had updated the budget to reflect where he and CSG believe the budget should be. He also noted he has spoken to the new Finance Director about setting up a meeting to review discrepancies between the Building Committee budget and what the town has in their system. That meeting will occur after she is through doing the new budget work. He also noted there was a mistake in the December 1, 2022 meeting minutes that left the Design Contingency in a negative balance. The motion that was passed should have been a different number. To rectify the issue, the following action was taken:
M.Mlodzinski motioned to rescind the approved motion to move the sum of \$219,505.00 from budget line item 30054780-61411, Design and Estimating Contingency, to budget line item 30054780-64469, Construction Manager/GMP. S. Nadeau seconded the motion. Vote was done via roll call. Vote was unanimous. **Motion Carried.**
S. Nadeau motioned to move the sum of \$217,488.00 from budget line item 30054780-61411, Design and Estimating Contingency, to budget line item 30054780-64469, Construction Manager/GMP. M. Mlodzinski seconded the motion. Vote was done via roll call. Vote was unanimous. **Motion Carried**
 - b. **RFP for Testing Services:** M. Garilli noted he has received a proposal from IMTL Services. He and Chairman Tarnowski will review the proposal and compare with other testing services companies that are on the State Portal to determine what would be the best option and then present the findings to the Committee to decide on a Testing Lab.

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- c. **RFP for Commissioning Agent:** No update
 - d. **Project Kickoff Meeting Update:** M. Garilli gave a report on the Project Kickoff Meeting held on March 6, 2023 at Town Hall. Everything went smooth and there were no issue. Chairman Tarnowski noted jobsite safety was discussed at the meeting and he noted that no one is to make an unannounced visit to the site during construction activity. If a member would like to visit the site, they must send Chairman Tarnowski an email request at least 48 hours in advance so he can clear it with BRD onsite personnel. This is a safety issue and BRD Builders has control of the site. All requests may not be granted due to scheduled activity of the requested day. Chairman Tarnowski will arrange for off hour site visits for the Committee once more activity occurs.
- 10. Silver/Petrucelli Update:**
- a. **Construction Phase:** D. Stein introduced Bob Washburn who will be the Construction Administrator for Silver/Petrucelli for this project. He will be processing submittals , RFI's, test reports, and all other communications from the contractor. D. Stein has noted the process has started and BRD has started to submit information for processing. D. Stein also noted S/P is waiting to hear from the State Building Department and State Fire Marshal regarding applicable codes for the project.
- 11. BRD Builders Update**
- a. **Building Permit Application:** Chairman Tarnowski noted the Building Inspector and Fire Marshal will sign-off once they hear back from the State as to waiver on codes being used. Also, the Sewer and Water Commission has signed off as well. Just waiting for the Town Engineer to complete his review and sign off as well. Could have the permit in hand by the end of next week.
 - b. **Construction Status Update & Schedule:** Chairman Tarnowski reported BRD has completed the cutting of trees and has started to remove stumps in advance of stripping of topsoil and building foundation excavation. He noted the Preliminary Project Schedule had been sent to committee members. Going forward, two week look-ahead schedule will be provided by BRD at bi-weekly construction meetings.
 - c. **Value Engineering Discussion:** Chairman Tarnowski presented a preliminary Value Engineering spreadsheet that has been developed by BRD Builders. He will forward to all committee members for review and further discussion at next meeting.
- 12. Open Items**
- a. **Eversource Gas Easement:** No update
 - b. **DECD Grant Update:** No update
 - c. **Additional Funding Sources:** Chairman Tarnowski noted he has been contacted by a representative of Senator Chris Murphy's office regarding a Department of Agriculture Rural Development Community Facilities Grant. He received the information earlier today and is looking into the possibility of applying for additional grant money. Will report at next meeting.
 - d. **Congressman Courtney's Webinar Report:** No report at this meeting available.
- 13. Citizens Comments:** C. Russi thanked the committee for their work and noted there may be additional funding from the Area Agency on Aging. In the past there was some funding available. P. Watts noted she will contact the agency to see if there are options available.
- 14. Adjournment:** R. Silberman motioned to adjourn, S. Nadeau second the motion. Chairman Tarnowski adjourned the meeting at 8:15pm.

Submitted by,
Tony Tarnowski
Chairman



CONSTRUCTION SOLUTIONS GROUP

Invoice Date: December 1, 2022
Invoice No: 9

To: Town of Colchester, CT
127 Norwich Ave.
Colchester, CT 06415

From: Construction Solutions Group, LLC
P.O. Box 271860
West Hartford, CT 06127

Re: Colchester Senior Center
95 Norwich Ave.
Colchester, CT 06415

For Professional Services Rendered through November 2022

Phase Description	Scheduled Value	Percent Complete	Earned	Prior Billings	This Invoice	Balance to Bill
Owner's Representative						
Conceptual /Schematic Design	\$14,798.65	100%	\$14,798.65	\$14,798.65	\$0.00	\$0.00
Design Development Phase	\$20,000.00	100%	\$20,000.00	\$20,000.00	\$0.00	\$0.00
Construction Documents Phase	\$12,110.25	100%	\$12,110.25	\$9,082.69	\$3,027.56	\$0.00
Subtotal	\$46,908.90	100%	\$46,908.90	\$43,881.34	\$3,027.56	\$0.00
Change Order Request #001	\$15,455.00	100%	\$15,455.00	\$15,455.00	\$0.00	\$0.00
Total contract	\$62,363.90	100%	\$62,363.90	\$59,336.34	\$3,027.56	\$0.00

Approved for invoicing:
