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COLCHESTER, VT
2019 MAR 16 PM 3:03

MINUTES

Members Present: Thomas Tyler, Paul Picard, Anthony Tarnowski, Joe Ruiz, Irene Malsbenden, Lynn Goodwin
Members Absent: None
Others Present: Tecton: Stephen Melingonis; O&G: Gus Kotait; Arcadis: Jack Butkus, Tammy Hamelin; Director of Educational Operations Ken Jackson

1. **Call to Order:** Chairman Tyler called the meeting to order at 7:11 pm.
2. **Changes to the Agenda:** None
3. **Citizen's Comments:** None
4. **Approval of Minutes - February 28, 2019:** J. Ruiz motioned to approve the February 28, 2019 meeting minutes, seconded by A. Tarnowski. All members voted in favor with L. Goodwin abstaining. **MOTION CARRIED.**
5. **Approval of invoices:**
 - A. Tarnowski motioned to approve the following invoices in the amount of \$317,029.61, seconded by I. Malsbenden. Vote was unanimous. **MOTION CARRIED.**

VENDOR	INV. #	DESCRIPTION	PRJT. #0043	PRJT. #0044	TOTAL
O&G Industries	Application #026 Dtd. 02/12/19	CM & Construction Services 01/01/19 – 01/31/19	288,978.09	7,339.52	296,317.61
Tecton	Inv. #2282019 Dtd. 02/28/19	Billing Period: 02/01/19 – 02/28/19	9,962.00	340.00	10,302.00
Arcadis	Inv. #: 0961715 Dtd. 03/11/19	Billing Period: 01/28/19 – 03/03/19 Commissioning	6,700.00 3,280.42 9,980.42	0.00	9,980.42
Arcadis	Inv. #: 0955855 Dtd. 02/08/19	Billing Period: 01/28/19 – 03/03/19 Commissioning	0.00	300.00 129.58 429.58	429.58
TOTAL					\$317,029.61

6. **Project Manager update and potential action:**
 - T. Hamelin gave the monthly report for February, including the Project Budget Summary. Total changes with CM Contingency is .017% or \$64,161.68..
 - TouchIt rewiring is scheduled to be done over spring break.
 - A purchase order has been issued for the remainder of the gym equipment.
 - A purchase order has been issued to Red Thread for the table casters. The goal is to be able to switch out all the tables during spring break.
 - Arcadis is working on processing all change orders to get an accurate view of what remains in the budget.
7. **Architect update and potential action:**
 - The manufacturer of the chairs is holding firm on their quote of \$9,000 for the casters due to there being a discrepancy in the original quote that should have been \$18,000.
 - Approval has been received from Planning and Zoning for the dumpster enclosure.

8. Construction Manager update and potential action:

- G. Kotait distributed O&G Monthly Progress Report No. 23 through February 2019.
- Summary Data and GMP allowances were reviewed.
- An additional stop sign has been requested by the SRO.
- P. Picard updated the Committee on the kitchen reconfiguration.
- Water filters are needed in the kitchen. Water samples are currently being tested.
- There has been no answer back from Daikin regarding the pre-filters and heat recovery wheel issue.
- Sitework will resume March 2018 to complete the fields.
- G. Kotait continues to update the Project Closeout Log. It is anticipated there will be closeout requests at the April meeting.
- Building plaque will be installed on March 25th.
- TC Landscaping is donating the soil, mulch, and plants for the butterfly garden.
 - I. Malsbenden motioned to approve an expenditure not to exceed \$2,500 to cover the cost of tools and decor for the Butterfly Garden, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.**
 - J. Ruiz motioned to approve a purchase order not to exceed \$10,000 to purchase casters for the classroom chairs, seconded by L. Goodwin. Vote was unanimous. **MOTION CARRIED**
- The meeting for March 28th has been tentatively canceled but a determination will be made closer to the date.

10. Discussion on communication/social media: None

11. Citizen's Comments: P. Picard reported that Lion's Club met at the school this week. Principal Bennett and Superintendent Burt gave the members a tour. Members were impressed with the school.

12. Adjournment: P. Picard motioned to adjourn, seconded by J. Ruiz. Vote was unanimous. **MOTION CARRIED.** Chairman Tyler adjourned the meeting at 8:03 pm.

Submitted by,



Dawn LePage, Clerk