

SUBJECT TO APPROVAL

MEETING DATE: MONDAY, JUNE 6, 2022 AT 5:30P.M.

MEETING PLACE: ZOOM

NEW ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES

MEMBERS PRESENT: Chairman Graham Curtis, Bob Blundon, Amanda Mitchell, Sharon Shoemaker, Woodie Weiss, George Noewatne, Tina Szwejkowski

MEMBERS ABSENT: Diana Colcord

OTHERS PRESENT: Bill McMinn, Director of Facilities; Adam Levitus, Owner's Representative Project Manager (OPM) from Colliers Project Leader; Seth Klaskin- BOE liaison, Katie Stein – BOF liaison and Bruce Wilson – BOS liaison

Chairman Curtis called the meeting to order at 5:30pm.

1. Public Comments

Selectman Bruce Wilson states this project is important to the Town and appreciates each member for volunteering.

2. Approval of Minutes: May 18, 2022 & May 23, 2022

May 18, 2022 –

Building Committee member Sharon Shoemaker had a brief discussion and made a motion to amend the minutes of May 18, 2022 – did not pass.

Building Committee member Bob Blundon made the motion to approve the May 18, 2022 minutes as submitted. Seconded by Building Committee member Woodie Weiss.

IN FAVOR: Chairman Graham Curtis, Bob Blundon, Amanda Mitchell, Woodie Weiss, George Noewatne

OPPOSED: Sharon Shoemaker

ABSTAINED: None

Chairman Curtis seated Tina Szwejkowski as a voted member until further notice; unanimously approved.

May 23, 2022 –

Building Committee member George Noewatne made the motion to approve the May 23, 2022 minutes as submitted. Seconded by Building Committee member Woodie Weiss and unanimously approved.

3. General Discussion of Typical SBC Business Processes

Mr. Levitus reviewed some of the day to day items that will be distributed through “small packets” to the commission. Also, there would be draft motions in the packets to help facilitate the day to day business items that need approval particularly invoice packets. Katie Stein (BOF Liaison) asked if these documents are public. After a brief discussion, Mr. McMinn and Chairman Curtis concluded they will review the website and discuss public outreach as well as updating the Town’s website with any current and impactful information to enhance public awareness about the project.

4. Discussion of General Contractor versus Construction Manager

Mr. Warrington discussed each delivery system methods – General Contractor, CM at risk, CM with fee and CM as advisor- and an informational matrix was also shown with details.

Based on Mr. Warrington’s presentation, Chairman Curtis then asked for the Commission’s opinion / questions.

Building Committee member Woodie Weiss asked if there’s a price difference between the GC & CM. Mr. Warrington states the CM costs may be more but the benefits and tradeoffs could be better. All Building Commissioner members were in support of a CM.

Building Committee member Woodie Weiss made the motion to proceed with a CM at risk as the delivery method for this project. Seconded by Building Committee member Sharon Shoemaker and unanimously approved.

5. Review and Approval of Project Invoices

Building Committee member Woodie Weiss made the Motion to approve monthly invoice packet for April 2022 dated 06-06-2022 including an invoice from Colliers Project Leaders for a total Approval of \$2,691.00 Seconded by Building Committee member Amanda Mitchell and unanimously approved.

Building Committee member George Neowatne states the commission should check to see if invoices should be posted for the public.

6. Public Comments

None

7. Remarks

Mr. Levitus reminded the building commission of the interviews for the shortlisted firms – Monday, June 13th and Wednesday, June 15th – in person meeting. He states proposals will be received on June 9th.

Mr. McMinn states he hopes to have the architect recommended for June 27th BOS meeting.

Building Committee member Sharon Shoemaker asked about a scoring method for the firms and selection. Chairman Curtis states hopefully there's a consensus and the architect is selected unanimously. Building Committee member Woodie Weiss states a numerical method could be used as a backup if a consensus cannot be made. Seth Klaskin- BOE liaison asked if liaisons will be a part of the interviewing process. Chairman Curtis states liaisons could participate but they are not voting members.

8. Adjournment

Chairman Curtis made the motion to adjourn at 6:38pm; and it was unanimously approved.

Respectfully submitted,
Racquel Stubbs