

Student Support Services Building Committee

Regular Meeting Minutes

August 24, 2018

10:00 am – 11:30 am

LEARN Room 216

44 Hatchetts Hill, Old Lyme, Connecticut

Meeting called to order: 10:08 a.m.

In Attendance: Craig Esposito, Joanne Barmasse, Rita Volkmann, Eileen Howley, Bridgette Gordon-Hickey, Lynn Nenni, Jack Cross,

Representatives not in attendance: Tim Hagen,

Presenters and other guests: Roland Kekelia (O&G), Justin Hopkins (Tecton), Donna Worst (LEARN), Gary Cymbala (SSC),

1.0 Approval of Minutes

The August 9, 2018 minutes will be presented for approval at the next scheduled building committee meeting on September 13, 2018.

2.0 Reports

2.1 As this was the second monthly meeting in August, in lieu of a full monthly report Roland Kekelia, O&G Project Manager, provided a summary of progress with a short photo recap of work since our meeting held on site. Key topics of discussion were the elevator footings, further exploration of the porch roof and railing structure, preparations for the installation of the new switchgear and relocation of the electrical pole.

Kekelia also provided an update on the structural issues and need for foundation reinforcement in six locations with exposed asbestos insulated pipes, which require abatement. Kekelia presented the current cost estimate associated with this unforeseen remediation for action when addressing change orders.

2.2 Justin Hopkins, Tecton Project Architect, reviewed the furniture and equipment recommendations required for the DAS FFE/Technology phase of the project. The proposed recommendations exceeded the \$101,000 budget by approximately \$31,000. This was due largely to the fact that furniture originally considered for re-use from the Lillie B Haynes program was damaged during the East Lyme renovation process. In addition, the freestanding cubicles for the secondary program were more expensive than originally estimated. A lengthy discussion ensued about how best to approach the state with this cost adjustment given that we had just recently cleared up the confusion about the FFE/Technology Phase 2 budget. In our desire to be transparent with DAS, it was suggested that we propose the situation and ask DAS to guide us in how best to approach this issue.

Motion to approve the FFE package for Phase 2 as presented made by Esposito and seconded by Volkmann. Passed Unanimously.

3.0 Old Business

- 3.1 Kekelia, Cymbala and Cross discussed the current status and understanding of the roof leaks associated patio membrane. It appears clear that the membrane is compromised around the edges closest to the window and door wall, and is no longer properly adhered to the concrete decking. Both situations suggest that the patio roof will need to be replaced. The recommendation is to seek estimates for the patio roof and the built-up (flat) roof section above the kitchen and that based on those estimates, apply for a state roof project.

4.0 New Business

4.1 Change Orders

Motion to approve Change Order (PCO00008) Underground Asbestos Abatement for \$33,940 made by Esposito and seconded by Volkmann. Passed Unanimously.

Motion to approve Change Order (PCO00006) Structural Issues for \$24,262.26 made by Esposito and seconded by Barmasse. Passed Unanimously.

5.0 Financial Update

5.1 Invoices/Contracts

Motion to approve Contractor's Application for Payment No. 1 (Period 07/30/18) for \$461,979.26 made by Esposito and seconded by Barmasse. Passed Unanimously.

Motion to approve Tecton Architect's invoice 41035 (July 31, 2018) for \$26,250.06 made by Esposito and seconded by Volkmann. Passed Unanimously.

5.2 Budget Report

Lynn will provide a full report at the next monthly meeting on September 13, 2018.

6.0 Upcoming Building Project Meetings

Cross provide a summary of the meetings listed below:

- 6.1 DAS PCR Meeting – Tuesday, August 28, 2018 (Hartford)
- 6.2 Project Meeting – Wednesday, September 5, 2018 (8:30 am – Ocean Avenue)
- 6.3 Building Committee Meeting - Thursday, September 13, 2018 (11:00 am – LEARN)

7.0 Adjournment

Motion to adjourn made by Howley and seconded by Esposito. Passed Unanimously.

Meeting Adjourned: 11:24 am