

Student Support Services Building Committee Regular Meeting Minutes

May 9, 2019

11:00 am – 12:30 am

44 Hatchedts Hill Road - Conference Room 107

Old Lyme, Connecticut

Meeting called to order: 11:35 AM

In Attendance: Craig Esposito, Rita Volkmann, Tim Hagen, Joanne Barmasse, Bridgette Gordon-Hickey, Dr. Eileen Howley, and Jack Cross

Presenters and Guests: Roland Kekelia (O&G), Justin Hopkins (Tecton Architects), Ken Biega (O&G), Gary Cymbala (SSC), Yvonne Tobey, Donna Worst and Roy Boling (LEARN)

1.0 Approval of Minutes

- 1.1** Motion made to approve the April 11, 2019 Building Committee minutes made by **Tim Hagen, second by Craig Esposito**
Motion passed unanimously

2.0 Reports

- 2.1** Roland Kekelia/Ken Biega of O&G presented the monthly report for April. After the second round of inspections there are a number of outstanding items that need to be addressed for the final CO. These items are new since the first inspection. Although the front entrance is fully functional, critical to final CO is the crash bar installation on the front main entrance door (001). Final inspection of the elevator is scheduled for May 10, 2019. The suspended lights and glass railings are being addressed and should be installed by the end of May.
- 2.2** Justin Hopkins of Tecton Architects advised John Camaro will be doing the finalization of the plaque. The location for the plaque to be determined. The entrance into the school was a suggestion. The date on the plaque was questioned and decision was made to keep the date of April, 2019. The SSS logo should also be included on the plaque.

3.0 Old Business

- 3.1** The ribbon cutting date and grand opening is scheduled for June 6, 2019 at 4:30 PM.
Motion to approve the ribbon cutting date made by Craig Esposito and second by Rita Volkmann.
Motion Passed unanimously

4.0 New Business

4.1 To date, there has been no response from the Dept. of Administrative Services (DAS) regarding the Change Orders that have been submitted.

5.0 Financial Update

5.1 Invoices and Contracts:

Motion to approve O&G Draw #7 – through February 14, 2019 for \$135,607.88
made by Esposito, seconded by Barmasse
Motion passed unanimously.

Motion to approve O&G Draw #8 - through March 18, 2019 for \$304,520.79
made by Esposito, seconded by Volkmann
Motion passed unanimously

5.2 Budget Report presented by LEARN interim Budget Director, Roy Boling; reports were submitted for review.

6.0 Upcoming Building Project Meetings

6.1 Next Building Committee Meeting will be held on June 13, 2019
(11:00 AM – LEARN) after the BOD meeting

7.0 Adjournment: Motion to adjourn **made by Joanne Barmasse and second by Craig Esposito**

Meeting Adjourned at 12:30 PM