

## STUDENT SUPPORT SERVICES BUILDING COMMITTEE

Regular Meeting  
December 16, 2022  
10:00 am – 11:00 am  
44 Hatchedts Hill Road  
Old Lyme, CT. 06371

Meeting called to order at 9:59 am

In Attendance: Kate Ericson, Jack Cross, Bridgette Gordon-Hickey, Robert Mitchell, and Craig Esposito

Guests: Gary Cymbala, Justin Hopkins (Tecton Architects), Greg Pomerleau (O&G), and Yvonne Tobey

### 1.0 Approval of Minutes

- 1.1 Motion made to approve minutes of November 17, 2022 Building Committee made by Robert Mitchell and second by Kate Ericson  
**Motion passed unanimously**

### 2.0 Reports

- 2.1 Justin Hopkins of (Tecton Architects) provided a brief update on construction administration and the ongoing review of submittals and field modifications. He also advised the furniture from R H Lord is now all in to the vendor and we are just waiting for it to be delivered to the school. He is tracking technology items, some items are on back order but expected by the end of January, 2023. Justin is developing a list of items and anticipated delivery times.
- 2.2 Greg Pomerleau of (O&G) reviewed the monthly report, advising that the painting is about 80% complete. Corridors will be painted this week and light fixtures will be installed. Phase 2 is now on permanent power. The wood battens are in and the work will be done over the Christmas break. The library will be completed by the end of January, 2023 as well as the book shelves. The parking lot is scheduled to be painted over the weekend. The turnover of Phase 2 is expected by the end of January, 2023. Some items will go beyond January but the kitchen will be complete. Greg will be updating the schedule and punch list for both Phase 1 and Phase 2. Justin will be forwarding potential solutions for the kitchen sink drains.

### 3.0 Old Business

- 3.1 The team provided an update on the concerns around the leaks on the exterior (patio side) kitchen wall. The permanent gutter guards are in place and a mason has been contacted by O&G to evaluate the brick condition and make recommendations for remediation.
- 3.2 Kate received, once again, the space waiver approval for the project. This will afford us to receive the full 80% reimbursement for the project.

### 4.0 New Business

## 5.0 Financial Update

### 5.1 Invoices/Contracts

Motion made to approve O&G Application #9 (November 30, 2022) Held until the January meeting as the application submitted was not complete.

Motion made to approve Tecton Invoice #45722 (November 30, 2022) for \$12,595.00 made by Robert Mitchell and second by Kate Ericson

**Motion passed unanimously**

Motion made to approve NV5 Invoice (September 29, 2022) for \$1,550.00 made by Kate Ericson and second by Robert Mitchell.

**Motion passed unanimously**

Motion made to approve the Mystic Air Invoice #60002 (June 28, 2022) for \$480.00 made by Robert Mitchell and second by Kate Ericson

**Motion passed unanimously**

Motion made to approve the Mystic Air Invoice #6060741 (November 2, 2022) for \$480.00 made by Robert Mitchell and second by Kate Ericson

**Motion passed unanimously**

### 5.2 Change Orders

Motion made by Robert Mitchell for approval of PCO – 074 for \$54,154.00 – Demolition Ticket work, and second by Kate Ericson

**Motion passed unanimously**

As of 12/16/2022, the remaining balance of contingencies, including trade allowances is roughly \$474, 000.00.

### 5.3 Budget Report

## 6.0 Upcoming Building Meetings

### 6.1 Next Meeting Scheduled for January 27, 2023

## 7.0 Adjournment

Motion made to adjourn meeting made by Robert Mitchell and second by Kate Ericson

Meeting ended at 10:45 am