

STUDENT SUPPORT SERVICES BUILDING COMMITTEE

Regular Meeting

January 27, 2023

10:00 am – 11:00 am

44 Hatchetts Hill Road

Old Lyme, CT. 06371

Meeting called to order at 10:03 am

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

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 December 16, 2022, Building Committee made by Craig Esposito and second by Robert Mitchell
Motion passed unanimously.

2.0 Reports

- 2.1 Justin Hopkins of (Tecton Architects) provided a brief update on current construction administration activities, including a variety of filed related RFIs (Response for Information) and submittals. He is also working on final punch list items as we are approaching approval for CO for Phase 2 of project by next Tuesday (January 31, 2023). Justin also reported on the status of outstanding furniture deliveries and will be compiling a punch list for remaining FF&E issues.
- 2.2 Greg Pomerleau of (O&G) reviewed the monthly report. All flooring is complete on Phase 1. In preparation for turning over phase 2, cleaning crews will come in on Monday and Tuesday of next week to clean final spaces. He is working with the OALA team to coordinate classroom moves as the phase 2 space is turned over. Approximately two weeks remain of daytime work on the roof. The bulk of the gutter work is nearly completed. The metal panel work will be done on Saturdays. The lower-level entry doors for students to be completed by the April Spring break.

3.0 Old Business

- 3.1 Water infiltration on the outside kitchen wall is being explored. O&G is contracting with a mason to conduct wall inspections to determine the extent of damage and to suggest recommendations for remediation.
- 3.2 The engineers have made recommendations for alleviating overflow issues in the drain for the three-bay pot sink. Still waiting for a response from the plumbing contractor. Ultimately looking to avoid the need to increase the size of the drain.

4.0 New Business

5.0 **Financial Update**

5.1 Invoices/Contracts

Motion made to approve O&G Application #9 (November 30, 2022) for \$407,766.81 made by Kate Ericson and second by Craig Esposito

Motion passed unanimously.

Motion made to approve O&G Application #10 (December 31, 2022) for \$714,152.39 made by Robert Mitchell and second by Rita Volkmann

Motion passed unanimously.

5.2 Change Orders

To date, we have used a little over \$644,000.00 of the combined \$1,030,319.00 allowances and contingencies. Currently there is a balance of \$386,085.00 in allowances (Trade - \$82,343.00, CM - \$30,000.00), and contingencies (\$201,610.00 – CM, \$72,132.00 – owner) remaining.

5.3 Budget Report

Jack provided a quick summary of Mike Belden's budget report. AT this point, Mike has submitted three drawdowns for reimbursement. We have received a partial payment for drawdown number 1 based on the state's request for a resubmission of the Space Waiver letter.

6.0 **Upcoming Building Meetings**

6.1 Next Meeting Scheduled for February 24, 2023

7.0 **Adjournment**

Motion made to adjourn meeting by Craig Esposito and second by Robert Mitchell

Meeting ended at 11:15 am