

New Elementary School Building Committee

Monday, September 18, 2023 at 5:30 PM

VIRTUAL MEETING - ZOOM

[SBC Meeting Packets](#)

Public Participation Information:

[Webinar Link](#)

Webinar ID: 893 5929 2196 / Passcode: 138932

Call-in: 1 646 558 8656

## MINUTES

### VIRTUAL MEETING INFORMATION

#### REGULAR MEETING

1. Call to Order / Attendance

**MEMBERS PRESENT:** Woodie Weiss, George Noewatne, Bob Blundon

**MEMBERS ABSENT:** Chairman Graham Curtis, Sharon Shoemaker, Tina Szejewski, Amanda Mitchell and Diana Colcord

**OTHERS PRESENT:** Adam Levitus, Owner's Representative Project Manager (OPM) from Colliers Project Leaders; William McMinn, Director of Facilities; Justin Hopkins from Tecton Architect; Nick Conti from Gilbane

**George Noewatne called the meeting to order at 5:34 p.m.**

2. Public Comments

None.

3. Approval of minutes: August 31, 2023

Approval of minutes: August 31, 2023 – Tabled to the October 2<sup>nd</sup> meeting

4. Architect's / Construction Manager / OPM Update

Justin Hopkins reported that most of the work has been done to facilitate the phase one early procurement – all signatures were received and the BOE motioned to approve the package as well. They also anticipate approval from the state to move forward with bidding and have started to received comments regarding the overall construction document.

Per Nick Conti, they are working through the estimates for the CD documents and responding to comments.

Adam Levitus states the intent of the review is to ensure that municipalities have a comprehensive set of documents and that the documents are aligned with the intent of the project.

5. Invoice Package

Invoice Package tabled to the October 2<sup>nd</sup> meeting

6. Discussion of Future Meeting Schedule

The minutes and the invoices will be tabled to the next meeting. The design comment reviews will be issued later in the week, as well as comments received from the third-party code reviewer. For the October 2<sup>nd</sup> meeting, the goal is to present the reconciled estimate as well as the value engineering. Target topics, action items were further reviewed for the month of October and November.

7. Public comments

None.

**REMARKS**

None.

**ADJOURNMENT**

**Building Committee member Woodie Weiss made the motion to adjourn at 5:51 p.m.; seconded by Building Committee member Bob Blundon.**