

**MINUTES
NEW ELEMENTARY SCHOOL BUILDING COMMITTEE SPECIAL MEETING MINUTES**

Meeting Date: **Monday, November 27, 2023 at 5:30pm**

Meeting Place: Virtual Meeting - Zoom

OPEN MEETING

1. Chairman Curtis called the meeting of November 27, 2023 to order at 5:33pm

MEMBERS PRESENT: Chairman Graham Curtis, Sharon Shoemaker, Amanda Mitchell, Woodie Weiss, Bob Blundon and George Noewatne

MEMBERS ABSENT: Diana Colcord, Tina Szwejkowski

OTHERS PRESENT: Adam Levitus, Owner's Representative Project Manager (OPM) from Colliers Project Leader; William McMinn, Director of Facilities; Justin Hopkins from Tecton Architect; Nick Conti from Gilbane and & Seth Klaskin from the BOE.

2. Public Comment
None.

3. Approval of Minutes: November 13, 2023
SBC member Sharon Shoemaker amended item #4, her comment regarding the graphic wall covering being more simplified is just for the recesses where the windows are going into the gym and not for everywhere.

Building committee member Woodie Weiss made the motion to approve the special meeting minutes of November 13, 2023 as amended; seconded by Building committee member Sharon Shoemaker and unanimously approved.

OLD BUSINESS

None

NEW BUSINESS

4. Architect's / Construction Manager / OPM Update

Justin Hopkins updated SBC members on the State office of Grants Administration meeting which was held on November 15th. He states there were no major issues but some minor clerical corrections which are currently being updated and will be resubmitted shortly after. With these minor corrections, they are still on schedule for release of the bid packages and the flood management certificate was also received which is needed for the state's approval.

There were no other updates.

Mr. Levitus reviewed the Phase 1 award along with the SBC invoice packet.

5. Review and Approval of Phase 1 Award

SBC Member Sharon Shoemaker made the motion to recommend award of the Phase 1 bid packages and bonding, subject to final Gilbane contract document review and approval by Town Legal Counsel and the Board of Selectman.

- **Bid Package 23A – DOA Unit (Furnish Only) in the amount of \$355,000.00**
- **Bid Package 26A – Switchgear & Generator (Furnish Only) in the amount of \$460,770.00**
- **Bid Package 31A – Ductile Water Piping (Furnish Only) in the amount of \$430,000.00**
- **Gilbane bonding costs for Phase 1: Not to Exceed \$5000.00**

Seconded by SBC member Woodie Weiss and unanimously approved.

6. Review and Approval of Invoice Packet

SBC member Woodie Weiss made the motion to approve invoice packet dated 11/27/2023 including invoices from BVH, Colliers, Macchi, Town of Madison, and Versteeg for a total Approval of \$32,518.70. Seconded by SBC member Sharon Shoemaker and unanimously approved.

7. Discussion of Future Meetings and Approval of 2024 Meeting Schedule

SBC member Sharon Shoemaker made the motion to approve the 2024 School Building Committee meeting schedule as proposed at the 11/27/23 SBC meeting. Seconded by SBC member Woodie Weiss and unanimously approved.

After review of the upcoming schedule, SBC members agreed to cancel the December 4th meeting.

8. Public Comment

None

9. Remarks

Chair Curtis reminded SBC members that he will be updating the BOS at their meeting tonight 11.27.23 and to brief them on additional funds that are being requested.

CLOSE MEETING

10. Adjournment.

Building Committee member Sharon Shoemaker made the motion to adjourn at 5:52pm; seconded by Building Committee member Woodie Weiss and unanimously approved.

Respectfully submitted,
Racquel Stubbs