

Educational Facilities Planning and Building Committee

Minutes of June 17, 2020

Members Present: Gerald Nardone, Judy Evans, Don Cecich, Zeina Marchant, Todd Kosterman, Mark Scott and John Siciliano.

Members Absent: Geethanjali Mathiyalakan, Colleen Soden and Steve Curran.

Others Present: Vince Dube, Flansburgh Architects; Meg White, Project Manager; Ellen Whittemore, Director of Finance and Operations; and Chris Conway, WHS Facilities Manager

The meeting was called to order at 6:35 p.m. remotely due to the COVID-19 pandemic.

1. **Public Comment:** There were none.

2. **Winchester High School Update:**

Mr. Conway reported that several meetings have taken place with Gale regarding the leaking expansion joints on the High School roof. Skanska has agreed to repair the expansion joints at no cost to the district. After an additional meeting regarding the roof leaks with all involved parties, Mr. Conway commented that he is hopeful the parties will make the repairs they promised.

3. **Payment of Invoices:** Copies of the Memorandum from Town Manager, Lisa Wong, to the EFPBC dated June 17, 2020 regarding invoices and spending authorizations were distributed and reviewed (Attachment #1). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations. Ms. White reported that the EFPBC Finance Committee reviewed the payment and spending authorizations.

McCall Middle School Expansion Project - Phase II **Spending Authorizations:**

G&R Construction	CR53	\$497.21
G&R Construction	CR69	\$4,957.85
G&R Construction	CR70	\$1,559.27
G&R Construction	CR72	\$1,317.17
Valley Communications	Additional Phones	\$2,950.84

Winchester High School Project: **Payment Authorizations:**

Gale Associates	Invoice #2005254	\$701.25
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Welch and Associates	Invoice dated 6/4/20 (HS roof)	\$1,280.00
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The committee discussed the payment and spending authorizations included in the memorandum from Town Manager Lisa Wong dated June 17, 2020.

It was moved and seconded, on a motion by Ms. Marchant, seconded by Mr. Scott, to approve the Payment and Spending Authorizations for the McCall Middle School Expansion Project - Phase II, and the Winchester High School Project, as detailed in the memorandum from Town Manager Lisa Wong, dated June 17, 2020 to the EFPBC (Attachment #1).

Roll Call: Gerald Nardone, Judy Evans, Don Cecich, Zeina Marchant, Todd Kosterman, Mark Scott and John Siciliano. The motion unanimously passed.

4. Approval of Minutes: Copied of the EFPBC minutes of May 6, May 20, and June 3, 2020 were previously distributed. ***It was moved and seconded, on a motion by Ms. Marchant, seconded by Ms. Siciliano, to approve the minutes of May 6, May 20, and June 3, 2020, as revised.***

Roll Call: Gerald Nardone, Judy Evans, Don Cecich, Zeina Marchant, Todd Kosterman, Mark Scott and John Siciliano. The motion unanimously passed.

5. Other Business: The McCall project is ahead of schedule due to the building being closed since mid-March due to COVID-19. The Committee scheduled a tentative date to tour the McCall Phase II project for July 8th at 5:00 PM. The next meeting date is scheduled for June 22, 2020 at 6:30 PM.

Ms. White reported that the bids for the High School woodshop ventilation system are due June 25th.

6. Adjournment: ***It was moved and seconded, on a motion by Mr. Nardone, seconded by Ms. Marchant, to adjourn the meeting at 6:48 p.m.***

Roll Call: Gerald Nardone, Judy Evans, Don Cecich, Zeina Marchant, Todd Kosterman, Mark Scott, and John Siciliano. The motion unanimously passed.

Respectfully submitted

Donald E. Cecich
EFPBC Secretary

Attachments:

1. Memorandum from the Town Manager to the EFPBC dated June 17, 2020 regarding invoices for payment and spending authorizations.
2. G&R Three Week Ahead Schedule - Period through July 3, 2020.
3. Change Request Log updated May 20, 2020.