

Educational Facilities Planning and Building Committee

Minutes of the Meeting May 18, 2016

Members Present: Bob Deering, Brendan Driscoll, Charles Tseckares, Geethanjali Mathiyalakam, Shelly Walsh, Susan Verdicchio, and Todd Kosterman

Members Absent: Don Cecich, Judy Evans, Roger Hain and Jessica Lohnes.

Others Present: Jim Dowd, Skanska USA Building; SMMA; John LaMarre, Consigli Project Manager; Dave Fanvele, SMMA; and Chris Nixon, School Committee member.

Mr. Deering called the meeting to order at 6:31 p.m. in the Waterfield Room, Town Hall.

1. Public Comment: Mr. Nixon raised a question regarding the quality and effectiveness of the assisted listening system in the High School auditorium. Jim Dowd responded that he met with Consigli and ProAV regarding the assisted listening device and he will be testing them himself to assure the system is working efficiently.

2. Final Review of Design of Sachem Logo: Jim Dowd distributed copies of Skanska's meeting Agenda (Attachment #1) Attached in the packet was a scaled down white opaque graphic sample of the Sachem logo as discussed at the last meeting. The scale down sample demonstrates how the logo will fit on the glass on the front of the building. The logo will give an etched glass appearance that will illuminate when the dining commons lights are on in the evening.

Members of the Committee discussed the concerns of various sports organizations in town who have expressed their expectations that the logo will be similar in color to the original logo that was removed from the front of the building. The original Sachem logo will be reinstalled in the High School gymnasium. The Committee felt that the opaque graphic logo was a good compromise. Installation of the new logo will take place over the summer. The cost of the installation is under discussion.

On a Motion by Charles Tseckares, seconded by Brendan Driscoll, it was moved and seconded to accept the image as presents. The Motion was unanimously approved.

3. Deliverables: There were no deliverables for review.

4. Energy Costs: Bob shared his calculations with the committee regarding the high energy costs of the project. He indicated that the culprit for the high costs was the electricity used during construction. The reason for using electricity was because a gas supply was not available. The Committee discussed installing sub-meters at the multiple modular units to allow for accurate tracking of the energy being used. Mr. Nixon shared his concerns that the high energy costs will impact the FY18 School Department budget and suggested it would be in the best interest to have the information for review and do our due diligence.

5. Invoices: Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated May 18, 2016 regarding invoices and spending authorizations was distributed and

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reviewed (Attachment #2). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations.

Payment Authorizations:
VO Elementary School Project

Skanska USA	Invoice #1315839-000-12715-18	\$ 6,570.00
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Payment Authorizations:
Winchester High School Project

Skanska USA	Invoice 1312805-PDS-12709-45	\$ 101,781.12
SMMA	Invoice 0044766	132,092.16
Consigli Construction	Requisition # 22	2,153,222.80
MBTA	Invoice 031885	250.00
Briggs Engineering	Invoice 82885	722.00
Briggs Engineering	Invoice 82984	600.00
Triumph Modular Inc.	w/o # 33535	1,500.00
Triumph Modular Inc.	Invoice 34758	13,000.00
Triumph Modular Inc.	Invoice 34759	10,000.00
LCN	Invoice 23587	57,742.00
Sam Tell Companies	Invoice 423751	6,763.16
JourneyEd	Invoice 10106686	503.51

Spending Authorizations:

Winchester High School Project

Creative Office	FF&E Quote	\$ 508.00
Creative Office	FF&E Quote	873.12
WB Mason	FF&E Quote	11,244.00
Office Resources	FF&E Quote	1,123.31
Wenger	FF&E Quote	3,921.95
ProAV Systems	Tech FF&E Quote	131,777.00
LCN	Tech FF&E Quote	65,918.61
Apple, Inc.	Tech FF&E Quote	142,633.31
Valley Communications	Tech FF&E Quote	20,354.72

On a Motion by Brendan, seconded by Charles it was moved and seconded to approve the Payment Authorizations and Spending Authorizations as outlined the Town Manager's Memorandum to the EFPBC dated May 18, 2016 (Attachment #2). The Motion was unanimous approved.

6. ***Approval of Minutes:*** There were no meeting minutes reviewed or approved.

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The Committee agreed that it is very importance of having operation staff with the proper technical ability and training to operate of all the new systems at the high school on a day-to-day basis and in the event of failure. The Committee also stressed the importance of having the Board of Selectmen and Town Manager be aware of this need as well. Jim Dowd stated that he has been in contact with Pete Lawson regarding this and Pete reported that a HVAC specialist will be on board.

The Committee discussed the possibility of hiring directly a building operations engineer/manager trained not only in HVAC but all the new technology systems in the building.

7. **Next Meeting Date:** The next EFPBC meeting is scheduled for June 1, 2016 in Town Hall.

8. **Adjournment:** The meeting adjourned at 7:28 PM.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Skanska Meeting Agenda including SMMA's Rendition of White Opaque Graphic on Sachem Decal.
2. Memorandum from Town Manager dated May 18, 2016 regarding Payment and Spending Authorizations.