

# Educational Facilities Planning and Building Committee

## Minutes of the Meeting October 7, 2016

---

Members Present: Bob Deering, Judy Evans, Brendan Driscoll (via phone), Charles Tseckares, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh, Roger Hain, Susan Verdicchio and Todd Kosterman (via phone).

Members Absent: Don Cecich and Jessica Lohnes.

Others Present: Jim Burrows, Skanska USA Building; and David Fanuele (via phone), SMMA.

The meeting was called to order at 8:03 AM at 40 Samoset Road.

The Skanska October 5, 2016 Meeting Agenda (Attachment #1) along with copies of the Town Manager's October 5, 2016 Memorandum to the EFPBC regarding invoices for payment and spending authorizations were distributed (Attachment #2).

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

**2. Gym Signage - Exterior:** Jim Burrows stated that during the design process of the High School project, neighbors commented that they did not want signage in the back area of the school because parking would become an issue. There is a request from the school to display signage at the rear entrance of the gym where parking is located. Judy was in favor of a small sign designating the entrance area. The Committee was in agreement.

**3. Skillings Baseball Diamond:** Bob shared concerns from a group of parents who spoke during public comment session at the October 5th meeting regarding the condition of the outfield at Skillings Field. Judy stated it was her understanding the field would be reseeded to its original condition and out of use for two years. There was no further discussion.

**4. Electric Vehicle (EV) Charging Stations:** Bob and Judy both indicated that they were not in favor of spending any of the project money on charging stations. Bob informed the Town Manager that the Committee was not in favor of this. Bob indicated that the Town Manager will be looking into a town-wide initiative regarding EV Charging Stations.

**5. Dining Commons:** On the north corner of the dining commons there is a court yard with picnic tables. During the design process a fence was to be installed eliminating access to the building. There is a door in the area but not operable from the exterior of the building. The door is currently propped open during lunch. Judy is opposed to having a fence and is in favor of one door being operable from the exterior (with no card reader). Jim indicated that he would price out the cost.

**6. Invoices:** Copies of the Memorandum from the Assistant Town Manager, Mark Twogood, to the EFPBC dated October 5, 2016 regarding invoices and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommended that the Committee take favorable action on the invoices and spending authorizations. Mr. Burrows reviewed the invoices and spending authorizations. Jim commented that he reviewed Change Order 025 with the EFPBC

**EFPBC October 7, 2016 Meeting Minutes**

FinCom subcommittee who approved it prior to presenting it to the EFPBC. Dave Fanuele outlined change order items \$10,000 and above.

***Payment Authorizations***

**Winchester High School Project**

Fisher Scientific                                      Invoice #3028683                                      \$ 1,378.06

***Spending Authorizations:***

**Winchester High School Project**

School Furnishings, Inc.                                      Quote 11-14249                                      \$ 4,608.00  
 Consigli Construction Co., Inc.                                      Change Order #25                                      \$ 143,111.21  
 Comtronics                                      Quote #24992                                      \$ 2,656.25

|                         |  |             |
|-------------------------|--|-------------|
| CR 497 RFI-0693         | Replacement of existing aluminum hand railings with painted steel railings and perforated panel balustrades due to field condition of existing rails | \$16,959.83 |
| CR 503 PR-235/CCD-121   | Added traffic signal control box to power traffic signal (originally fed from Spruce Street)   | \$36,726.55 |
| CR 520 RFI-0696/CCD-110 | Added brick return pier at elevator shaft to match corners on remainder of Building E  | \$4,678.37  |
| CR 530 PR-238           | Relocation of floor box locations including deleting (1) device in Lang. Lab B101  | \$ 0.00     |
| CR 533 ASI-066          | Sachem decal at main entrance  | \$4,250.00  |
| CR 540 CCD-113          | Replacement of sanitary main pipe size from 4" to 6" in crawl spaces of bldgs, B,C,D and E   | \$48,081.87 |
| CR 561                  | Removal of lead paint on balusters at perforated panel clip locations due to unforeseen existing conditions  | \$19,576.44 |
| CR 563 PR-254           | Revised specification for inline exhaust fan in Mechanical Room E161   | \$2,669.10  |
| CR 567                  | Revised specification for the 10 lockers in Coaches rooms  | \$-1,500.00 |
| CR 568 PR-257           | Revised as the specified recessed floor boxes to floor poke through assemblies in Conf. Room   | \$0.00      |

**EFPBC October 7, 2016 Meeting Minutes**

|                 |  |             |
|-----------------|--|-------------|
|                 | A101, SPED small group sem A121, Sm. Group A122, Small conf. A119 and Large Conf. A118   |             |
| CR 574 RFI-0723 | Painting of existing room under Stair 3E   | \$935.28    |
| CR 575 CCD-114  | Added connections of water and waste for dishwasher in staff lunch room  | \$595.17    |
| CR 577 PR-259   | Deletion of new hydrant at Nelson and Spruce streets   | \$-2,673.25 |
| CR 579 PR-262   | Added prep and concrete sealer at exterior vestibules where existing interior slabs are exposed at these doorways  | \$2,206.70  |
| CR 587 CCD-122  | Added temp line striping including "blacking out" of existing stripes instead of constructing permanent island on Skillings Road as requested by Owner (DPW) | \$8,868.69  |
| CR 589          | Elevator operator on Monday 8/8/16 for installation of FF&E items in building E  | \$1,736.46  |

***On a Motion by Judy Evans, seconded by Brendan Driscoll, it was moved and seconded to authorize the Town Manager to pay the Winchester High School invoice and the Winchester High School Spending Authorizations as presented in the Assistant Town Manager dated October 5, 2016 to the EFPBC (Attachment #2). The Motion was unanimously approved.***

Judy invited the Committee members to the 10 year update on the Master Plan meeting scheduled for October 19, 2016 at 7:00 PM in the high school library. Flansburgh Associates will be presenting preliminary findings on enrollment needs and the Muraco and Lynch schools.

**7. Next Meeting Date:** October 19th at 6:00 PM in the high school library.

**8. Adjournment:** It was moved and seconded to adjourn the meeting at 8:53 AM.

Respectively submitted,



Donald E. Cecich  
EFPBC Secretary

**Attachments:**

1. Skanska meeting Agenda dated October 5, 2016.
2. Memorandum from the Assistant Town Manager Dated October 5, 2016 to the EFPBC regarding invoices for payment and spending authorizations and also included: