

# Educational Facilities Planning and Building Committee

## Minutes of the Meeting September 21, 2016

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**Members Present:** Bob Deering, Brendan Driscoll, Geethanjali Mathiyalakam, Judy Evans, Shelly Walsh, Roger Hain, Susan Verdichio and Jessica Lohnes.

**Members Absent:** Don Cecich, Charles Tseckares and Todd Kosterman.

**Others Present:** Jim Burrows, Project Manager, Skanska USA Building; Ed Frenette, SVP, SMMA; and Meg White, Project Manager

Bob Deering called the meeting to order at 6:31 PM in the Mystic Valley Room, Town Hall.

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

**2. Skillings Curb:** Jim Burrows distributed copies of Skanska's September 21, 2016 meeting Agenda (Attachment #1). Judy Evens reported that she attended a Traffic Advisory Committee (TAC) meeting where alternative designs were discussed regarding the bump-out on Skillings Road in front of the High School. It was agreed that the bump-out needed to be set back. A recommendation to the Board of Selectmen from TAC will be made at the Board of Selectmen's meeting on Monday. Roger and Brendan suggested pushing the bump-out back two feet, pushing cars to the left and slowing drivers down.

Student parking has become an issue at the High School. A meeting is planned tomorrow to reconsider students parking at the transfer station which would be a shorter walk to the High School than from Borggard Beach or the cemetery. The Committee discussed whether Skillings Field could be an option for additional parking in January. Jim Borrows indicated that at this point parking at Skillings in not an option. The culvert project is scheduled to potentially be completed in January. It could take longer, however, depending on soil conditions. Judy commented that in prior districts she worked in, trying to ration parking takes away from the educators being educators. Judy commented that it takes a lot of time to enforce parking and stressed that she does not want the educators to become parking officers.

**3. Deliverables:** None

**4. Invoices:** Copies of the Memorandum from Town Manager, Richard Howard, to the EFPBC dated September 21, 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.

### ***Payment Authorizations***

#### **Vinson-Owen Elementary School Project**

Skanska USA	Invoice 1315839-000-12845-	\$2,460.00
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Tappé Architects	Invoice 160802	\$21,451.50
Classic Construction	Application #3	\$168,864.28
Pro Av	Invoice 24463	\$7,288.00
Valley Communications	Invoice 9635	\$352.00
Virco	Invoice 91709741	\$20,069.63
Creative Office Pavilion	Invoice 41338	\$16,031.64

***Payment Authorizations:***

**Winchester High School Project**

Skanska USA	Invoice 1312805-PDS-12840-49	\$81,120.00
SMMA	Invoice 0045501	\$86,464.98
Consigli Construction, Inc.	Requisition #26	\$2,681,248.36
Allstate Electric	Work Order 2016W-651	\$465.00
Freda Canavan	March-August	\$533.71
Town of Winchester	Invoice 9120	\$449.50
Briggs Engineering	Invoice 83997	\$650.00
Briggs Engineering	Invoice 84496	\$390.00
Briggs Engineering	Invoice 84628	\$890.00
Briggs Engineering	Invoice 84740	\$638.00
Briggs Engineering	Invoice 84840	\$990.00
Briggs Engineering	Invoice 84949	\$1,010.00
Briggs Engineering	Invoice 85076	\$690.00
Triumph Modular Inc.	Invoice 40098	\$10,000.00
Triumph Modular Inc.	Invoice 39155	\$47,250.00
Triumph Modular Inc.	Invoice 40126	\$13,000.00

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Triumph Modular Inc.	Invoice 40172	\$1,200.00
Triumph Modular Inc.	Invoice 4004/Requisition #8	\$106,222.08
Fisher Scientific	Invoice 3653380	\$1,313.08
Fisher Scientific	Invoice 2894243	\$370.44
Fisher Scientific	Invoice 2746468	\$312.40
Fisher Scientific	Invoice 2957057	\$22.90
Fisher Scientific	Invoice 2823740	\$15,345.89
Fisher Scientific	Invoice 2823743	\$4,862.04
Fisher Scientific	Invoice 2823744	\$13,903.68
Fisher Scientific	Invoice 5479056	\$10,801.96
Coaches Corner	Invoice 12459	\$16,690.00
Life fitness	Invoice 5045931	\$999.63
MD Stetson	Invoice 532214	\$3,683.83
Monitor Equipment	Invoice 6583	\$5,351.68
Monitor Equipment	Invoice 6574	\$7,078.01
Monitor Equipment	Invoice 6588	\$2,751.00
WB Mason	Invoice I37117673	\$211.75
WB Mason	Invoice I37200292	\$15,057.00
WB Mason	Invoice I37200340	\$11,244.00
WB Mason	Invoice I3439704	\$1,385.00
WB Mason	Invoice I36965718	\$500.95
WB Mason	Invoice I36958539	74,184.00
WB Mason	Invoice I36955968	\$64,340.00
WB Mason	Invoice I36955766	\$11,815.00
WB Mason	Invoice I36955590	\$2,385.00
School Furnishings	Invoice 26474	\$2,824.00

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School Furnishings	Invoice 26003	\$42,435.46
School Furnishings	Invoice 26492	\$2,372.72
School Furnishings	Invoice 26475	\$822.20
School Furnishings	Invoice 26473	\$6,091.56
School Furnishings	Invoice 26472	\$1,204.99
School Furnishings	Invoice 26471	\$342.26
School Furnishings	Invoice 26442	\$15,757.62
HP	Invoice 57564145	949.68
LCN	Invoice 25030	\$65,918.61

***Spending Authorizations:***

**Winchester High School Project**

Triumph Modular, Inc.	Change Order #7	\$2,405.42
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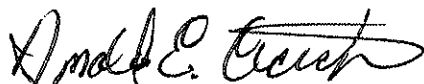
***On a motion by Roger, seconded by Brendon, it was moved and seconded to approve the Vinson-Owen invoices and the High School invoices and spending authorizations less invoice #26003 (\$42,435.46) from School Furnishings as outlined in the Town Managers memorandum dated September 21, 2016. The Motion was unanimously approved.***

**5: Approval of Minutes:** None

**6. Next Meeting Date:** October 5, 2016

**7. Adjournment:** It was moved and seconded to adjourn the meeting at 7:26 PM.

Respectively submitted,



Donald E. Cecich  
EFPBC Secretary

**Attachments:**

1. Skanska September 21, 2016 Meeting Agenda
2. Memorandum from Town Manager dated September 21, 2016 regarding Payment and Spending Authorizations.