

Joint Building Committee Meeting
Mulligan's Grill CTC

October 17 2016

4:00pm

- 1. Call to Order:** Bolduc called the meeting to order at 4:00pm and the following members were present: Bolduc, Dumont and Messier. Also present was Katelyn Carrington, Lori Lane, Joe Campbell, Marie D'Agostino and Supt. Mosca. Absent: Gibson
- 2. Approval Of Minutes:** A motion made by Messier seconded by Dumont to approve the minutes from September 12 2016. VOTE: Motion passed, unanimously.
- 3. Project Update:** Campbell stated that the project is basically complete and they are working on the minor punch card items. He stated that North Branch will be remobilizing in order to oversee some sub-contractor items such as the central stair case where they are replacing the treads, metal panels and shelving, and the front door replacement. He stated that some of the items were approved after the punch list. He stated that they are working through the warranty process and there is enough work that he feels that they should be there to assist the school. He stated that they sent the last invoice for the roof and it came in around \$3,000 under budget. Supt. Mosca stated that will go back to the city general fund. Campbell stated that as the project winds down he will release contingency funds. He stated that the contingency has grown due to vendor credits and back charges to subs. He stated that he released \$80,000 of the contingency funds and there is still \$50,000 on the north branch end as a cushion to get us through the last bills. He stated that there is a billing in October and then the final billing in November and at the end of the year they will do a final review. Messier asked if the state does an audit. Campbell stated no but you have the right to audit us. He stated that there is an audit by a third party firm. Bolduc stated that we have contingency also. Supt. Mosca stated that we spent all of our contingency at the last meeting and Joe made up the rest in order to make us whole. She stated that you approved \$69,000 and we had about \$24,000 in our contingency and Joe gave us the rest to make us whole. She stated that Joe said he had another \$50,000 based on the credits and sub pricing and we can account for \$30,000 we have spent for miscellaneous items that had no place on our sheet such as design fees for the theatre that was not part of the RFP and we switched the culinary counter from laminate to steel. She stated that we have wrapped up bills for those extra things. She stated that as Joe released money we had the opportunity to account for where we were going to put things. Bolduc stated that is that something that you can list out as nobody is familiar with those and if there is a question on where the contingency was spent that might help. Campbell stated that it was under the \$5,000 threshold and that would be a huge time commitment. Bolduc stated that Jeni talked about these expenses and nobody had to sign for them. Lane stated that it didn't come from the contingency. Supt. Mosca stated that when we did the theatre there was a \$2500 design fee for the lighting and the sound that we didn't have a line item for and these are wrap up bills that have come in that we had to buy. Messier asked if everything was under the threshold. Supt. Mosca stated yes. Messier stated that they don't need to come to us for these small things unless there is something major were just spinning our wheels now at the end. Bolduc stated that we should be aware of where the money goes. Supt. Mosca stated that at the last meeting you approved \$69,000, we used our \$24,000 and as Joe felt more comfortable he released more money to make the \$69,000 whole. We have about \$20,000 left that he just gave us and we want some acoustic tiles for in here and we are waiting on a price and we would also like to do something for the performing arts center floor and those are two big items that we will come back to the JBC for. A motion made by Messier seconded by Dumont to approve the sound panels and performing arts floor not to exceed \$20,000. VOTE: motion passed, unanimously.
- 4. Other:** D'Agostino handed out a budget update and stated that as of September 23rd we have spent a total of \$6,020,777.95.

5. Next Meeting: The next meeting is November 21st 2016 at 4:00pm.

6. Adjournment: A motion made by Messier seconded by Dumont to adjourn. VOTE: Motion passed, unanimously. Meeting adjourned at 4:25pm.

Katie Krauss
JBC Recording Secretary

Pending Board Approval