

**Finance Subcommittee Meeting**  
**Thursday, September 16, 2021**  
**Conducted by Remote Participation**  
**4:00 PM – 5:00 PM**  
**Meeting Minutes**

Attendees: Adam Chapdelaine, Sandy Pooler, Brian Rehrig, John Cole, Kate Loosian  
Jim Burrows, Sy Nguyen, Victoria Clifford, Skanska USA Building, Inc.

Call to order: 4:05 PM.

Adam Chapdelaine, Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker’s order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

**Budget Update**

- Skanska gave an overall budget update.
- Skanska noted that we have a BRR #5 pending. Forthcoming BRR#5 will include additional design services due to Eversource and Ameresco changes, Arlington HS Custodial Staff Overtime, and additional Owner's Insurance.
- John Cole asked if we should be concerned that Owner’s Contingency is almost 40% spent.
  - o Skanska answered no, due to the fact that we are mostly committed in the soft cost category. The only uncommitted costs we foresee are costs for the phased moves and additional material testing and misc. additional A&E services that might come up.
- John Cole asked if there is a budget for LEED review and Commissioning.
  - o HMFH owns LEED, and Commissioning is covered by the MSBA.

**Requisition Review/Approval**

- Skanska recommended approval of Req #17.
- No comments from the FSC.

**Change Order #5 Review/Approval**

- Skanska presented Change Order #5 for a total of \$43,331.14 and recommended approval.
- The following Change Requests (CR’s) were included:

CR #	Description	Requested By	Net Added
CR 113	ASI-085 Ceiling height changes B & D - long-leg ceiling edge trim required – rework	Designer	\$ 2,763
CR 139	ASI-070 Bldg D storage room-hallway swap positions	Designer	\$ 542
CR 212	CCD-28 Add tablet arms to Dlab fixed seating	Owner	\$ 18,882
CR 224	RFI-466 Blocking for knife-edge curved soffit light fixtures	Designer	\$ 21,144

### **Change Logs Review**

- Skanska presented the updated Change Log, Allowance Log, Hold Log and Contingency Log.
- Kate Loosian asked if there was a desire to pull together a summary of all additional costs associated with Eversource impacts.
  - o Skanska answered that we do have a running list of all cost and schedule impacts associated with Eversource impacts that will be handed over to the Town.

### **Meeting Minutes Review/Approval**

- Skanska presented the minutes from the 8/12/21 Finance Subcommittee Meeting.
- No comments from the FSC.

Adam Chapdelaine asked for a motion on the following votes:

1. Motion to approve Consigli AHS Requisition #17 in the amount of \$6,084,631.23
2. Motion to approve AHS Change Order No. 5 in the amount of \$43,331.14.
3. Motion to approve the Finance Subcommittee Meeting Minutes of August 12th, 2021.

Motion by Kate Loosian to approve the votes 1 thru 3. John Cole seconded the motion.

Adam Chapdelaine called a roll call vote:

- Brian Rehrig: Yes
- John Cole: Yes
- Sandy Pooler: Yes
- Adam Chapdelaine: Yes
- Kate Loosian: Yes

The motion passed unanimously.

### **New Business**

- No new business to discuss.

Motion by Brian Rehrig to adjourn. Kate Loosian seconded the motion.

Adam Chapdelaine called a roll call vote:

- Brian Rehrig: Yes
- John Cole: Yes
- Sandy Pooler: Yes
- Adam Chapdelaine: Yes
- Kate Loosian: Yes

The motion passed unanimously.

Meeting adjourned: at 4:29 PM.