

**Finance Subcommittee Meeting**  
**Thursday, July 19, 2022**  
**4:00 PM – 5:00 PM**  
**Conducted by Remote Participation**  
**Meeting Minutes**

Attendees: Sandy Pooler, Mike Mason, Kate Loosian, John Cole  
Jim Burrows, Victoria Clifford, Sy Nguyen, Skanska USA Building, Inc.

**Call to order: 4:03 PM**

Sandy Pooler, 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 the budget tracker dashboard cashflow section is limited on the number of months it can display and ensured the subcommittee there was no unexpected spending this month.
- No comments from the subcommittee.

**Owners Contingency Update**

- Skanska proposed allocating an additional \$100k of Owner's Contingency for the remaining phases FF&E purchases due to forecasted escalation.
- Skanska noted they are meeting with HMFH and FF&E consultant to review options for expedited FF&E orders to avoid supply chain issues.
- Kate Loosian asked if we could purchase Phase 4 furniture now
  - o Skanska answered they could look at it but would need to evaluate costs for two years of storage as well.

**Change Logs**

- Skanska gave an overall update on the Change Logs.
- Skanska reported that we are carrying \$824k for all phases of bulk removal of mastic and that the contingency burn is tracking below where we were expected to be at this time.
- John Cole asked what we see as the potential risks for phase 3 and 4
  - o Skanska answered the close proximity to the engineered barrier and other contamination risks like mastic. Skanska added that due to steel coordination being front-loaded, risk is mitigated there.

### **Budget Revision Request #6 Review**

- Skanska presented the AHS Budget Revision Request #6 for approval.
- John Cole asked if these items were already approved by the MSBA.
  - o Skanska clarified that these items had been approved by the Finance Subcommittee individually, and submitting this document is the function to receive MSBA approval.

### **HMFH Amendment #7 Review**

- Skanska presented the HMFH Amendment #7 for approval.
- Skanska noted that due to time sensitivity and the value of the proposal, they did approve the Additional Services for Logo Design Services, which is included in this amendment.
- No comments from the subcommittee.

### **Consigli Req #27 Review**

- Skanska recommended approval of the Consigli AHS Requisition #27 for \$4,776,607.93
- Kate Loosian asked if the phase 1 punch list will be closed this summer.
  - o Skanska answered, yes, that is the goal of the project team. Any items not punched by the end of summer will have a monetized value.

Sandy Pooler asked for a motion to approve votes 1 thru 4:

1. Motion to approve Consigli AHS Requisition #27 for \$4,776,607.93.
2. Motion to allocate \$100,000.00 of Owner's Contingency to cover the upcoming Phase 2 FF&E procurement.
3. Motion to approve Budget Revisions Request #6.
4. Motion to approve HMFH Amendment #7.

Mike Mason moved. Kate Loosian seconded the motion.

Sandy Pooler called a roll call:

- John Cole: Yes
- Kate Loosian: Yes
- Mike Mason: Yes
- Sandy Pooler: Yes

The motion was approved.

Sandy Pooler asked for a motion to approve the 6/9/22 meeting minutes.

Kate Loosian moved. Mike Mason seconded the motion.

Sandy Pool called a roll call:

- John Cole: Abstain.
- Kate Loosian: Yes
- Mike Mason: Yes

- Sandy Pooler: Yes

The motion was approved.

Motion to adjourn by Mike Mason. John Cole seconded the motion.

Sandy Pooler called a roll call:

- John Cole: Yes
- Kate Loosian: Yes
- Mike Mason: Yes
- Sandy Pooler: Yes

The motion was approved.

Meeting adjourned at 4:24 PM.