

**Finance Subcommittee Meeting**  
**Thursday, June 9<sup>th</sup>, 2022**  
**4:00 PM – 5:00 PM**  
**Conducted by Remote Participation**  
**Meeting Minutes**

Attendees: Adam Chapdelaine, Sandy Pooler, Mike Mason, Kate Loosian  
Sy Nguyen, Skanska USA Building, Inc.

**Call to order: 4:04 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 and reported that the Town should have received two pro-pay reimbursements from the MSBA.
- No comments from the subcommittee.

**Change Logs Review**

- Skanska gave an overall update on the Change Logs.
- No comments from the subcommittee.

**AHS Change Order #15 Review/Approval**

- Skanska recommended approval of Change Order No. 15 for a total of \$41,369.87. The following CR’s were included:

Items included in this Change Order:	Cost:
CR 246 CCD-030 ASI-157- DLAB Ceiling and light Revisions.	\$ 0.00
CR 257 Door Hardware Revisions-Added Fire Pins,	\$ 8,396.08
CR 319 ASI-188 Duct Revs North Vest: Added transfer ducts & Grilles,	\$ 7,664.14
CR 327 ASI-192 Clarifications/revisions to ceiling baffles 2 <sup>nd</sup> floor D,	\$ 5,004.99
CR 335 ASI-204-Add low walls and solid-surface cap at Art CRs sinks.	\$ 17,324.45
CR 347 ASI-56 Revisions to light switching dimming controls.	\$ 1,714.24
CR 366 RFI-565 Add ceiling cove trim for light fixture/beam conflict.	\$ 1,265.97

**Consigli Req #26 Review/Approval**

- Skanska recommended approval of the Consigli AHS Requisition #26 for \$1,949,188.86.
- No retainage was released for this month. Expect retainage release within the next few months once Phase 1 O&M’s are released and approved.
- No comments from the subcommittee.

### **HMFH AHS Logo Proposal Review/Approval**

- Skanska presented the HMFH Additional Services – Graphic Design of the AHS Logo for a not to exceed the amount of \$3,750.00.
- No comments from the subcommittee.

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

- Skanska presented the Meeting Minutes from 4/14/2022.
- Request to revise minutes to reflect that Sandy Pooler led the meeting.

Adam Chapdelaine moved to approve the following votes:

1. Motion to approve Consigli AHS Requisition #26 for \$1,949,188.86.
2. Motion to approve Change Order No. 15 for a total of \$41,369.87 to the AHSBC.
3. Motion to approve HMFH AHS Logo Proposal for a total not to exceed value of \$3,750.00.
4. Motion to approve the 5/12/22 Finance Subcommittee Meeting Minutes as revised.

Mike Mason made the motion. Kate Loosian seconded the motion. Adam Chapdelaine called a roll call vote:

- Adam Chapdelaine: Yes
- Kate Loosian: Yes
- Sandy Pooler: Yes
- Mike Mason: Yes

Motion passed unanimously.

### **New Business**

- Ameresco Relocation Cost Discussion:
  - o Adam explained that the panels that were installed on AHS 7 years ago as part of a PPA agreement and that we knew early on in this project that the panels would have to be taken down and relocated to fit the new design of the building. With the panels being removed for a full year, the Town contractually owes Ameresco money for the lost revenue while panels are offline. Total cost of \$800k includes a 5% construction contingency.
  - o Kate Loosian asked if the AHS Project electrician, Wayne J. Griffin, would be performing this work.
    - No, Ameresco will procure their electrician.
  - o Kate Loosian asked if the agreement could be abandoned and the Town purchase new.
    - Adam explained that it wouldn't be more cost-effective.
  - o Kate Loosian made a comment that in this scenario, the Town reaps the savings, but the project incurs the costs. Is there a way to balance this?
    - Adam answered that ultimately the School Department reaps the benefits because the School incurs the utility costs. This was a part of Dr. Homan's analysis.
  - o Kate Loosian asked if Ryan Katofsky has given his endorsement on this with his focus on sustainability?

- Adam answered that he had been involved in conversations with Ameresco and his general feelings are that the price is high, but it is the best decision for the Town and School.
- Skanska recommends funding half from the Owner's Contingency and half from Construction Contingency. Sy Nguyen to confirm.
- Sy, Skanska, noted that if the project should go over budget due to reasons unforeseen, Skanska would like the FSC to take this added cost into consideration as above and beyond the project budget.
- Adam proposed the following motion:
  - Motion to approve the total cost as listed with an additional 5% contingency with actual funding contingency sources to be confirmed with the Skanska team for final recommendation.
  - Kate Loosian made the motion. Sandy Pooler seconded the motion.
  - Adam Chapdelaine called a roll call vote:
    - Adam Chapdelaine: Yes
    - Kate Loosian: Yes
    - Sandy Pooler: Yes
    - Mike Mason: Yes
  - Motion passed unanimously.

Kate Loosian moved to adjourn. Sandy Pooler seconded the motion. Adam Chapdelaine called a roll call vote:

- Adam Chapdelaine: Yes
- Kate Loosian: Yes
- Sandy Pooler: Yes
- Mike Mason: Yes

Motion passed unanimously.

**Meeting adjourned at 4:32 PM**