

Finance Subcommittee Meeting  
Thursday, April 15, 2021  
Conducted by Remote Participation  
4:00 PM – 5:00 PM  
Meeting Minutes

Attendance:

Adam Chapdelaine (4:30 PM), 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.

• **Monthly Requisition Approval**

- Jim Burrows, Skanska, asked the group if there were any questions on AHS Requisition No. 12 or the Retainage Log.
- Brian Rehrig asked why there was a retainage release.
  - Skanska clarified that only closed the closed out early bid package retainage has been released.
- John Cole asked if Saturday work is a result of a schedule slip.
  - Skanska answered that yes, due to weather, the steel erection is delayed, and we are making up for the lost time by working Saturday until early February 2022. Skanska explained they are reviewing the schedule with Consigli regularly and have internal schedulers performing monthly schedule analysis.
- John Cole asked if the schedule delay has resulted in any additional costs?
  - Yes, overtime is involved in maintaining the schedule. Consigli sends Skanska a list of the scheduled weekend work so that Skanska can monitor overtime in the Monthly requisitions.
- John Cole asked if regular Saturday work has been discussed with the School Building Committee.
  - Skanska explained that it had been touched on via the Consigli Monthly Owner's Dashboard. Skanska will include an update on this at the next School Building Committee meeting.
- Subcommittee asked if the Schouler Court neighbors made any comments about Saturday work.
  - Skanska answered, yes. They have requested that Saturday work be limited in the summer months. A response was sent that was circulated between Jeff, Adam, and Kathy.
- **Motion by John Cole to approve the Consigli Requisition AHS Requisition No. 12 for \$3,921,952.06. Motion seconded by Brian Rehrig.**
  - **Sandy Pooler called a roll call vote:**
    - **Sandy Pooler: Yes**
    - **Brian Rehrig: Yes**
    - **John Cole: Yes**

- **Kate Loosian: Yes**
    - **The motion passed unanimously.**
  
- **Budget Update**
  - Skanska presented the Budget Dashboard and Report by Cost Code Summary.
  - Skanska explained that all changes and BRR's and Pro-Pay reimbursements are included in the current Budget Tracker.
  - Skanska explained that the budget dashboard's cashflow is more high-level, but they use a more intricate cashflow document for bonding and reporting to the MSBA.
  - Skanska presented the Report by Cost Code. The remaining budget is up to date and includes budget transfers from an upcoming BRR No. 4.
  
- **Update on Change/Hold/Allowance Logs**
  - Skanska presented the updated logs.
  - Allowances
    - No updates
  - Contingency
    - GMP Contingency usage from CO#1 is included.
  - Hold Log
    - Sandy requested that commas were added to the value format.
    - Brian Rehrig asked why HT16 was void.
      - Skanska explained that the release was no longer needed. Zero funds were transferred.
  - Post GMP Change Log
    - Allotted Const. Contingency \$919K, remaining \$504K.
    - Kate Loosian asked if there is a contractual deadline for changes to be submitted?
      - Yes, it is 21 days.
  - Pre-GMP Log
    - CR040 is void – may be picked up un Post GMP changes.
    - \$96K remaining in pre-GMP changes – available for future issues.
    - Skanska gave Consigli credit for pushing changes along in a timely matter.
  
- Adam Chapdelaine joined the meeting at 4:30 PM.

### **Meeting Minute Approval**

- **Motion by Brian Rehrig to approve the 3/11/21 AHS Finance Subcommittee Meeting Minutes. Kate Loosian seconded the motion.**
  - **Sandy Pooler called a roll call vote:**
  - **Sandy Pooler: Yes**
  - **Brian Rehrig: Yes**
  - **John Cole: Yes**
  - **Kate Loosian: Yes**
  - **The motion passed unanimously.**

## **New Business**

- Skanska discussed CCD-014 – Eversource Changes – Related with RFI 139. Revisions to the main electric room layout as issued due to the final coordination of the equipment layout.
- Consigli's Order of Magnitude estimate is currently \$75,000.
- John Cole asked if any of these changes were anticipated when we released the re-design?
  - Skanska answered that we knew coordination with Eversource would be difficult, but not to this extent. Two main driving factors of this change are the changes to the electrical system due to the deletion of the geothermal well and the final coordination with Eversource.
- Brian Rehrig asked why the PV wing design was incomplete.
  - Skanska answered that we are currently finalizing/coordinating with Ameresco for the existing PV arrays tie into the new electrical system as this needed to be adjusted based on the revisions to the layouts.
- Kate Loosian asked if the PV design is creating any schedule impact.
  - Skanska answered that we are not sure at this time. PV changes are not included in this CCD.
- John Cole expressed being in favor of approving under Adam Chapdelaine's discretion due to the time sensitivity. Kate Loosian agreed with John Cole.

**Kate Loosian moved to adjourn. Brian Rehrig seconded the motion. Adam Chapdelaine called a roll call vote:**

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

**The motion passed unanimously.**

**Meeting adjourned at 4:46 PM.**