

LONG LOTS ELEMENTARY SCHOOL BUILDING COMMITTEE

May 21, 2024, 7:00pm

Town Hall Room 201

Minutes of Meeting

Present:

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|---------------------|-------------------------------|
| Jay Keenan | LLES Building Committee Chair |
| Don O'Day | LLES Building Committee |
| Srikanth Puttagunta | LLES Building Committee |
| Joe Renzulli | LLES Building Committee |
| Tim Wetmore | LLES Building Committee |
| Susan Chipouras | TOW Project Manager |

The meeting was called to order at 7:00pm.

1. Jay Keenan provided a project update.
 - a. On May 8, 2024, the LLBC went to the Board of Selectwomen for approval of the following contract awards which were approved:
 - i. Lindquist Surveying, LLC – Updating the existing site survey
 - ii. Wiss Janney Elstner – Design and specifications for existing window repairs on LLES. Repair costs will be by BOE.
 - iii. Svigals + Partners – Phase II Design, Architectural & Engineering Services.
 - iv. Newfield Construction – Phase II Design, Construction Management Services.
 - b. The Town Attorney is preparing the contracts for the Architect and Construction Manager, Once prepared, the LLBC will review and give comments to the Town Attorney. After modifications as necessary, contracts will be forwarded to the Architect and Construction Manager. Purchase Orders will be prepared for Lindquist and WJE.
2. Next Steps:
 - a. A preliminary Project schedule will be prepared by CM in consultation with the Architect.
 - b. LLBS will schedule LLSB Committee Meetings, as well as meetings with various Town Departments.
 - c. RFQs and RFPs will be prepared for the required Owner's consultants.
3. Time was then allowed for Public Comment.
4. Jay Keenan moved to adjourn. Joe Renzulli seconded the motion. Motion passed 5-0. The meeting adjourned at 7:47 pm.

These minutes are issued for the record. Any additions or corrections should be issued in writing to the undersigned. This meeting was recorded and can be found on the Town website.

Respectfully submitted by,
Susan Chipouras
TOW Project Manager