

**Change Order Subcommittee  
of the SSBC**

Zoom Meeting Minutes  
Tuesday, April 25, 2023

**SSBC Subcommittee Members and Attendees:**

Gordon Gladstone, Chair* -present	Roger Thibault* -present	Chandler Rudert Consigli –HS -present
Rick Rice * -present	Emily Burke - SHS	Matt Gulino – PMA – HS -present
Chris Blessen* -present	Kevin Nigro – PMA – HS	Johnathan Seibel – Consigli – HS-present
Marty Richards* -present @ 6:19 PM	Kevin Smith – PMA - HS	Mike Winters – Consigli – HS

\*Indicates the five voting members

**Open the meeting --** The Chair read from the script from Town Administrators Office regarding the remote meeting. The meeting opened at 5:41 PM.

**Change Requests (increase to the GMP)**

**MOTION** by Chair to approve CR306\_-\_RFI\_447\_-Added\_Wall\_in\_Band\_1263 = \$5,864. Seconded by Rice.  
Unanimously approved 4-0-0.

**Transfers (not an increase to the GMP)**

**MOTION** by Chair to approve CT067\_-\_Added\_Brake\_Metal\_at\_IGP\_Sil's = \$4,321 Seconded by Rice.  
Unanimously approved 4-0-0.

**MOTION** by Mr. Rice to approve CT073\_-\_Additional\_Prep\_and\_Adjustment\_for\_Tile\_Finish = \$6,624 Seconded by Thibault. Unanimously approved 4-0-0.

**MOTION** by Chair to approve CT077\_-\_Replacement\_Door\_and\_Drawer\_Fronts\_at\_Athletic\_Trainer's\_Office = \$1,666. Seconded by Rice. Unanimously approved 4-0-0.

**MOTION** by Chair to approve CT078\_-\_Upgraded\_Boiler\_Flue\_for\_Schedule\_Assurance = \$2,000. Seconded by Rice. Unanimously approved 4-0-0. Time sensitive issue required upgrade to cut lead time from 12 to 4 weeks.

**MOTION** by Chair to approve CT079\_-\_T&M\_for\_Plumber\_to\_Install\_Kitchen\_Equipment = \$3,330. Seconded by Rice. Unanimously approved 4-0-0.

**MOTION** by Chair to approve CT085\_-\_RFI\_460\_Flooring\_Finish\_in\_Elevator\_Cabs = \$992. Seconded by Rice. Unanimously approved 4-0-0.

**Total Transfers = \$18,933**

**(more) Change Requests (increase to the GMP)**

CR215\_-\_RFP\_-\_025\_Connect\_Domestic\_Water\_Heaters\_to\_BMS\_System = \$8,541 – Defer. Originally brought up by commissioning agent. Design team said more “nice to have.” Project team asked to present to Mr. Kopacz for his consideration whether any additional monitoring worth the cost.

CR294\_-\_RFP\_051\_-\_Replacement\_Glass\_@\_Stair\_2\_Door = \$3,269 – Hold. Chip in bottom center noticed in December. Mr. Rudert asked to consider chip fill like a windshield and report back to CO committee including cost if repair feasible.

**B. MINUTES**

**Motion** by Mr. Rice to approve the minutes from the April 11, 2023, Change Order Subcommittee meeting. Second by Gladstone. Unanimously approved 5-0-0.

Chair assumed unanimous consent to adjourn. Meeting adjourned at 6:21 PM.

These minutes were unanimously approved at the May 9, 2023 Change Order subcommittee meeting.