

**Gardner Waterford Elementary School
School Building Committee
Meeting Minutes
August 5, 2020
Zoom Meeting
3:00 p.m.**

Members Present

Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Mark Pellegrino, Superintendent of Schools; Mayor Michael Nicholson, City of Gardner; Steve Hemman, Special Projects Assistant to the Superintendent; Dr. Catherine Goguen, Chief Academic Officer; Ashley Chicoine, Teacher (Elm Street School); David Fredette, Principal (Elm Street School); Ronald Cormier, City Council; Heidi Jandris, Engineer; Joyce West, Director of Pupil Personnel Service; Alan Minkus, OPM; Tim Alix, Project Manager, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects.

Also Present

Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary; Joshua Cormier, Purchasing Director, City of Gardner; Steve Rockwood, Community Member; Chief Richard Braks. Gardner Police Department;

Regrets

Margo Jones, Designer, Jones-Whitsett Architects; April Yu, Business Administrator; Wayne Anderson, Robert Hankinson Gardner Citizen & Former Engineer; Director of Facilities; Earl Martin, Principal (Waterford Street School); Christina Thomas, Teacher (Waterford Street School); Chief Richard Ares, Gardner Fire Department;

Call to order

Superintendent Pellegrino called the meeting to order at 3:00 p.m.

Approve Minutes

Mr. Ronald Cormier moved to approve the minutes from the School Building Committee Meeting on June 17, 2020 at 3:01 P.M.

Seconded by. Mr. Robert Swartz

Vote - so voted.

Approve Bills & Orders

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #006603, dated June 30, 2020; in the amount of \$75,339.00

Mr. Robert Swartz moved to approve Invoice #006603 from Colliers International.

Seconded by Ms. Jennifer Pelavin.

Vote - so voted.

- Jones-Whitsett Architects, Invoice #2020031, dated June 30, 2020; in the amount of \$320,155.50

Mr. Robert Swartz moved to approve Invoice #2020031 from Jones-Whitsett Architects.

Seconded by Ms. Jennifer Pelavin

Vote - so voted.

- Jones-Whitsett Architects, Invoice #2020037, dated July 30, 2020; in the amount of \$335,143.00

Mr. Robert Swartz moved to approve Invoice #2020037 from Jones-Whitsett Architects.

Seconded by Ms. Jennifer Pelavin

Vote - so voted.

Report from OPM

Schedule:

Mr. Alix updated the committee on the Schedule. Project going out to bid on August 19, documents available on line.

MSBA Comments- Reviewed-waiting for approval process w/conservation, targeting October to get the job going. We have reviewed good firms. Six General Contractors where pre-qualified.

Report from Architects

Updates:

Mr. Whitsett informed the Committee of the Permitting and required changes. Site plan review, approved on June 9, 2020. Wetland-Conservation Commission, Order of Conditions approval received on July 27, 2020. Zoning Board of Appeals - Building Commissioner deemed not necessary on June 24, 2020. USACE - Army Corps of Engineers approval on July 27, 2020. Environmental Form –MEPA, Approval on July 31, 2020.

Site plan updates:

Mr. Whitsett reviewed with the committee the updated materials by the Masonry Patterns. Lightning Protection Masts, Exterior Glazing, HVAC Coordination, Air quality. Interior Graphics on light.

Proposed Add Alternates:

Alternate No:1: Additional Oak Knoll Playfield

Alternate No 2: Additional Poured in Place Surfacing

Alternate No. 3: Additional Playground Equipment

Alternate No. 4: Summit Garden

Alternate No. 5: Extended Warranty for Plantings

Mr. Robert Swartz moved to approve Add Alternates from Jones-Whitsett Architects.

Seconded by Ms. Jennifer Pelavin

Vote - so voted.

All were in favor by a roll call vote. 10-0 Motion was passed.

Authorization to Go Out to Bid

Mr. Robert Swartz moved to approve Authorization for Construction Cost to Go Out to Bid. From Jones-Whitsett Architects.

Seconded by Ms. Jennifer Pelavin

Vote - so voted.

All were in favor by a roll call vote. 10-0 Motion was passed.

Comments- Mr. Swartz addressed comments that have not been addressed yet, have been collaborating with water & sewer? Permits not waived. Permits waived on Bldg. Dept. (YES) Permits waived on plumbing & electrical (?).

Permits waived on Unutil, Natural Gas? Permits covering all project costs?

Old Business

New Business

New School Name: Will move forward with Survey this month

MSBA – Gardner Project Scope and Budget Agreement

Public Comments:**Next Meeting**

Meeting dates for future Building Committee meetings; October 28, 2020 at 4:00.

Executive Session

No Executive Session

Adjourn

A motion was made by Ms. Jennifer Pelavin and seconded by Mr. Robert Swartz to adjourn the meeting. The meeting adjourned at 3:54 p.m.