

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, March 2, 2022**

**Zoom Meeting
4:00 p.m.**

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Mark Hawke, Director of Finance and Operations; Robert Hankinson, Gardner Citizen & Former City Engineer; Robert Swartz, School Committee Member; Wayne Anderson, Facilities Director;

Also Present

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Tim Alix, Senior Project Manager, Colliers International; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Alan Minkus, OPM; Colliers International; Joshua Cormier, Purchasing Director, City of Gardner; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Margo Jones, Designer, Jones-Whitsett Architects, Mayor Michael Nicholson, City of Gardner; Colin Smith, Executive Aide to the Mayor, City of Gardner; Dr. Catherine Goguen, Chief Academic Officer; Steve Rockwood, Community Member.

Call to order

Dr. Mark Pellegrino, called the meeting to order at 4:06 p.m.

Approve Minutes

Mr. Robert Swartz moved to approve the minutes from the Financial Subcommittee Meeting on February 2, 2022 at 4:06 P.M.

Seconded by Ms. Jennifer Pelavin

Vote – so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Allied Testing Laboratories, Inc. Invoice #23862 dated February 12, 2022, in the amount of \$465.00

Mr. Robert Hankinson moved to approve Invoice #23862, from Allied Testing Laboratories., Inc.

Seconded by, Mr. Robert Swartz

Vote - so voted

- Architectural Testing, Inc., dba Intertek, Invoice #340875, dated February 24, 2022; in the amount of \$2,750.00

Mr. Robert Hankinson moved to approve Invoice #340875 from Intertek.

Seconded by Mr. Robert Swartz

Vote - so voted

Report from OPM

Updates

Mr. Timothy Alix reviewed the Financial Status Report to date with the committee. He reviewed them in detail and feels overall we are doing great with finances. We are still on our target date for opening July 15, 2022.

Site Update:

Mr. Matthew Dunn reviewed the recent site activity, great news is the transformer is in. Each building moving right along taping, painting and doing trim in each classroom, building looking great.

Change Orders to date:

- Change Order 1 - \$222,206.07 was approved 3.17.2021
- Change Order 2 - \$54,350.00 was approved 4.7.2021
- Change Order 3 - \$81,982.23 was approved 5.19 2021
- Change Order 4 - \$83,955.56 was approved 6.2.2021
- Change Order 5 - \$81,046.34 was approved 7.21.2021
- Change Order 6 - \$61,332.67 was approved 8.4.2021
- Change Order 7 - \$65,002.00 was approved 9.1.2021
- Change Order 8 - \$133,047.02 was approved 9.15.2021
- Change Order 9 - \$120,300.04 was approved 10.6.2021
- Change Order 10 - \$83,985.00 was approved 11.17.2021
- Change Order 11 - \$297,156.00 was approved 12.1.21
- Change Order 12 - \$99,701.46 was approved 1.5.2022
- Change Order 13 - \$93,616.00 was approved 2.2.2022
- Change Order 14 - \$71,237.00 for approval 3.2.22

Report from Architects

Mr. Kristian Whitsett, Architect, reviewed Change Order #14 with the committee.

Summary of Requests -

○ CO#194 Modify Stair 1 Landing	\$ 1,702.00
○ CO#219 Media Center shelving	\$19,557.00
○ CO#222 Power for boiler intake dampers	\$ 3,344.00
○ CO#223 Media Center soffit for pipes at 3 rd floor	\$ 2,139.00
○ CO#227 Add dryer exhaust fan	\$ 1,499.00
○ CO#228 Guardrail at A-Wing Parking	\$10,393.00
○ CO#229 Standpipes in B200A	\$ 3,822.00
○ CO#230 Tile edges at K Windows	\$ 3,429.00
○ CO#231 Smoke seal coating at beam to roof	\$ 3,888.00
○ CO#232 Strengthen Interior roof for MEP hanging (Not to exceed)	\$10,888.00
○ CO#233 Furr out C-Wing corridor	\$ 2,469.00
○ CO#234 Relocation of Electrical at corner diffusers	\$ 1,816.00
○ CO#235 Cabinet access panels for fin-tube	\$ 6,291.00

TOTAL

\$71,237.00

Mr. Mark Hawke motioned to recommend approval of Change Order #14 in the amount of \$71,237.00

Seconded by Mr. Robert Swartz

Vote – so voted

New Business

Dr. Hemman has been working with the Architects, he shared the proposed plaque 2' 6' wide by 3' tall that will be going up in the new building with all the names that voted in September 2019 to fund the new school. We need all names verified with spelling correctly. Please let Dr. Hemman or Brenda Smith know if you see something that needs to be corrected. Along with Full names and middle initial. We want to make sure everyone is ok with this before the final plaque is completed.

Dr. Hemman reminded the committee there will be a Working Group meeting, on Thursday, March 3, 2022 @ 1:00pm to discuss Plan A, B C opening or delay in school project.

Public Comment:

No comments

Executive Session:

No Executive Session

Next Meetings

Meeting dates for future **GES Financial Subcommittee meetings;**
Wednesday, April 6, 2022 @ 4:00 by Zoom

Adjourn

A motion was made by Mr. Robert Swartz and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:38 p.m.