

**Gardner Elementary School
Financial Subcommittee
Meeting Minutes
Wednesday, March 3, 2021**

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

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Wayne Anderson, Facilities, Director; Robert Hankinson Gardner Citizen & Former City Engineer; Joshua Cormier, Purchasing Director, City of Gardner; Mayor Michael Nicholson, City of Gardner; Jennifer Pelavin, School Committee Vice Chair;

Also Present

Alternate member, Robert Swartz, School Committee Member; Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Alan Minkus, OPM; Colliers International; Tim Alix, Project Manager; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Colin Smith, Executive Aide to the Mayor, City of Gardner; Steve Rockwood, Community Member; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

Regrets

Margo Jones, Designer, Jones-Whitsett Architects

Call to order

Superintendent Pellegrino called the meeting to order at 4:03 p.m.

Approve Minutes

Mr. Robert Hankinson moved to approve the minutes from the Financial Subcommittee Meeting on February 17, 2021 at 4:00 P.M.

Seconded by Mr. Robert Swartz

Vote – so voted

Approve Bills & Orders

The following invoices were presented to the committee:

No Bills or Orders to approve.

Report from OPM

Updates-

Mr. Alix shared and reviewed his screen with the Contingency report of changes, these issues potentially have cost impact to the project.

The Electrical Contractor proposing to change from copper to aluminum feeders, proposing because cheaper. Mr. Hankinson suggested checking with the city Electrical Inspector to see what he thinks about aluminum feed; it would have to be a significant savings. Wayne Anderson said, there would be a lot of math to work out, but would be definitely worth it to see. Mr. Alix agreed we will see where they come in and review from there.

Mr. Alix also brought up adding fencing along the retaining walls at culverts, question is, do we want to adjust the height more? Mr. Anderson commented on the fencing, the highest point along the access road is 22', my concern is someone going over. We will put in a proposal request for 42" & 48", we will get pricing for both.

Mr. Alix next question is, should we get additional conduit for empty conduits unknown use, thoughts were to put in a few spares, we can ask the contractor to price that up.

Mr. Anderson spoke regarding the conduit, great idea where there is talk about any future building behind Watkins Field, while trenches are open it is worth it to add them.

Mr. Swartz expressed his thoughts with the way things are and moving forward in the future we should be prepared for it.

Dr. Pellegrino asked the cost we would be looking at, and Mr. Alix said he would talk with the contractor and bring it back at next meeting.

Site Reports

Mr. Dunn informed committee the contractor returned back to work on Monday, March 1, they are working on the retaining wall, along with cutting down the grade, small crew than before, but is progressing.

Mr. Alix informed the committee they are still on schedule, long term forecast is looking good and hoping to make some progress. The site was closed down for 1 month due to weather.

Report from Architects

Updates:

Mr. Whitsett gave background on a few items, the fence idea 42" in high fence on multi use path. I recommend for scope of 6' fence Southside, then change from 42" to 6' fence in high areas, and over culvert another high section. All agreed this makes sense to full committee.

Mr. Whitsett brought up the hydrant changes. Current approach on back side with hydrant up around the Pre-K wing, east side of building where Fire Department requested. Then an additional hydrant on access road. Bacon will include all changes in new purchase order.

Mr. Dunn brought up the big unknown if we hit ledge, be aware this is excluded from numbers.

Other Business

Construction Change Directive;

Mr. Whitsett explained we would like the city to sign the Constructive Change Directive, and not to exceed \$15,000.00 structural steel change. We requested Bacon to provide details, the required changes to the construction steel and a break down when they can. Mr. Whitsett signed and needs City to approve it.

Authorize a change will need Mayor signature tomorrow 3/4/21 steel will be in, in April.

Approved by committee, vote needed. Then it will go to Bacon Construction for their signature.

Mr. Hankinson motioned to approve the Construction Change Directive not to exceed \$15,000.00

Seconded by Mr. Swartz

Vote- all voted

Public Comment

Mr. Rockwood is glad to hear we will not have a water main running under the building, I'm pleased. Hate to see us put up a building and have to replace a line after it blows out in a few years. Thank you for putting it around the building.

Executive Session

No Executive Session

Next Meeting

Meeting dates for future **GES Financial Subcommittee meetings;**

Wednesday, April 7, 2021 @ 4:00

Adjourn

A motion was made by Mr. Swartz and seconded by Mr. Hankinson to adjourn the meeting. The meeting adjourned at 4:44p.m.