

**Gardner Elementary School  
School Building Committee  
Meeting Minutes  
Wednesday, April 28, 2021**

**Dunn Park Meeting-Site Visit /Pearl Street  
3:30 p.m.**

**Members Present**

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; David Fredette, Principal (Elm Street School); Christina Thomas, Teacher (Waterford Street School); Ronald Cormier, City Council; Joshua Cormier, Purchasing Director, City of Gardner; Earl Martin, Principal (Waterford Street School); Mayor Michael Nicholson, City of Gardner; Robert Hankinson Gardner Citizen & Former City Engineer;

**Also Present**

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Tim Alix, Project Manager; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Craig DiCarlo, Project Manager, Colliers International; Steve Rockwood, Community Member; Margo Jones, Designer, Jones-Whitsett Architects; Colin Smith, Executive Aide to the Mayor, City of Gardner; Mark Hawke, Community Member; Aviva Galaski, Jones-Whitsett Architects; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

**Regrets**

Ashley Chicoine, Teacher (Elm Street School); Heidi Jandris, Engineer; Dr. Catherine Goguen, Chief Academic Officer/Interim Business Administrator; Wayne Anderson, Facilities; Joyce West, Director of Pupil Personnel Service; Chief Richard Braks, Gardner Police Department; Alan Minkus, OPM; Colliers International;

**Call to order**

Superintendent Pellegrino called the meeting to order at 3.32 p.m.

**Approve Minutes**

Mr. Robert Swartz moved to approve the minutes from the School Building Committee Meeting on March 17, 2020 at 3:32 P.M.

Seconded by Mr. Robert Hankinson

Vote - so voted

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Allied Testing Laboratories, Inc. Invoice # 22178, dated March 13, 2021, in the amount of \$3,045.00

Mr. Robert Swartz moved to approve Invoice #22178, from Allied Testing Laboratories., Inc.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

The following invoices were presented to the committee: (Financial Subcommittee, on April 7, 2021 due to No Full Committee meeting being held until April 28, 2021).

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #008921 dated March 31, 2021; in the amount of \$87,941.36

Mr. Robert Hankinson moved to approve Invoice #008921 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Mr. Robert Swartz

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021024, dated March 31, 2021; in the amount of \$111,710.25

Mr. Hankinson moved to approve Invoice #2021024 from Jones-Whitsett Architects.

Seconded by Mr. Swartz

Vote - so voted

- Bacon Construction Co., Inc. Invoice #4, dated Mach 31, 2021; in the amount of \$865,368.67

Mr. Hankinson moved to approve Invoice #4 from Bacon Construction Co., Inc.

Seconded by Mr. Swartz

Vote – so voted

- Allied Testing Laboratories, Inc. Invoice # 22215, dated March 27, 2021, in the amount of \$3,225.00

Mr. Hankinson moved to approve Invoice #22215, from Allied Testing Laboratories., Inc.

Seconded by Mr. Swartz

Vote - so voted

## Report from OPM

### Change Orders Recommendations

Mr. Alix Explained the change order requests that have been made, and is looking to get another change order voted on today.

- Change Order #2 – \$54,350.00 presented 4.7.2021 @Financial Subcommittee meeting below was approved

○ CO#8.1 Radiant panels	\$ 1,679.00
○ CO#15 Transom to door	\$ 493.00
○ CO#22 C Wing Steel	\$ 1,808.00
○ CO#23 Retaining Wall Foot	\$ 3,852.00
○ CO#27 Know Box and Smoke Beam	\$ 8,084.00
○ CO#28 Vest B002 Lights	\$ 1,026.00
○ CO#30 Skylight Sizes	\$ 1,882.00
○ CO#31 Connector Steel	\$ 3,272.00
○ CO#33 Stair 1 Landings	\$ 1,548.00
○ CO#34 Water at Catherine	\$ 7,774.00
○ CO#35 FRP door XA400	\$ 1,557.00
○ CO#36 Add Lite to Door B105A	\$ 318.00
○ CO#37 C Wing Roof Slope Changes	\$ 3,530.00
○ CO#43 Open Rock Allowance #2	\$17,527.00
● <b>Total for Change Order #2</b>	<b>\$ 54,350.00</b>

Mr. Alix asked for another Change Order Recommendations to be approved today, for two items so it doesn't hold up the foundation work.

- CO# 47 Stair 5 anchors at Pre-K Wing \$ 3,252.00
- CO# 50 Jog in A wing foundation Wall \$ 1,900.00
- **Total Change Order #3** **\$ 5, 152.00**

Mr. Robert Swartz moved to approve Change order # 3. In the amount of \$5,152.00

Seconded by Ms. Jennifer Pelavin

Vote - so voted

## Report from Architects

### Updates:

Looking forward to touring the work site today with the committee.

## Old Business

### Traffic Report on Pearl Street

Dr. Hemman reported, Deputy Chief James Trifiro did a great job helping us get to the point of having signs put up for the construction site entrance. The completed future travel plan will be followed up with the Police Chief.

**New Business**

Off to Visit site of Gardner's New Elementary School.

**Next Meeting**

Meeting date for future Building Committee meeting;  
Wednesday, May 19, 2021 @ 4:00PM and will be held by Zoom.

**Executive Session**

No Executive Session

**Adjourn**

**3:50 Meeting still in session, suspend meeting to do site visit of New School Building, will return to adjourn meeting.**

A motion was made by Mr. Robert Swartz and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:35PM