

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, June 16, 2021**

**Zoom Meeting
4:00 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); Joshua Cormier, Purchasing Director, City of Gardner; Earl Martin, Principal (Waterford Street School); Mark Hawke, Director of Finance and Operations; Dr. Catherine Goguen, Chief Academic Officer; Wayne Anderson, Facilities Director; Heidi Jandris, Engineer.

Also Present

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

Regrets

Mayor Michael Nicholson, City of Gardner; Ronald Cormier, City Council; Joyce West, Director of Pupil Personnel Service; Robert Hankinson Gardner Citizen & Former City Engineer; Ashley Chicoine, Teacher (Elm Street School); Chief Richard Braks, Gardner Police Department; Craig DiCarlo, Project Manager, Colliers International; Margo Jones, Designer, Jones-Whitsett Architects; Aviva Galaski, Jones-Whitsett Architects;

Call to order

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

Approve Minutes

Mr. Wayne Anderson moved to approve the minutes from the School Building Committee Meeting on May 19, 2021 at 4:04 PM.

Seconded by Mr. Robert Swartz

Vote - so voted

Welcome new voting member, Mark Hawke, welcome back as member of the board.

Approve Bills & Orders

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #009487 dated May 31, 2021; in the amount of \$74,825.40

Mr. Robert Swartz moved to approve Invoice #009487 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Ms. Jennifer Pelavin

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021047, dated May 31, 2021; in the amount of \$114,641.75

Mr. Swartz moved to approve Invoice #2021047 from Jones-Whitsett Architects.

Seconded by Ms. Pelavin

Vote - so voted

- Bacon Construction Co., Inc. Invoice #6, dated May 31, 2021; in the amount of \$2,954,889.04

Mr. Swartz moved to approve Invoice #6 from Bacon Construction Co., Inc.

Seconded by Ms. Pelavin

Vote – so voted

- Allied Testing Laboratories, Inc. Invoice # 22329, dated April 24, 2021, in the amount of \$2,900.00

Mr. Swartz moved to approve Invoice #22329, from Allied Testing Laboratories., Inc.

Seconded by Ms. Pelavin

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice # 22408, dated May 8, 2021, in the amount of \$3,337.00

Mr. Swartz moved to approve Invoice #22408, from Allied Testing Laboratories., Inc.

Seconded by Ms. Pelavin

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice # 22577 dated June 5, 2021, in the amount of \$4,020.00

Mr. Swartz moved to approve Invoice #22577, from Allied Testing Laboratories., Inc.

Seconded by Ms. Pelavin

Vote - so voted

Report from OPM:

Mr. Tim Alix reviewed the finance updated budget with the committee of \$89.5 million. Approved to date \$9 million, money spent to encumber up to \$72 million, current eligible reimbursement \$5.7 million.

Change Orders Recommendations this far:

Mr. Alix Explained the change order requests that have been made 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 5.5.2021
- Change Order 4 - \$38,95.56 was pre-approved 6.2.2021 with add on's (**\$83,955.56**)

Change order#4 reviewed with Finance subcommittee of \$38,95.56 pre-approved on June 2, 2021.

- Change Order #48 Structural Change at stair 5 - \$43,250.00
- Change Order #55 Shift Beams for A Wing Plumbing - \$2,601.00

Added on \$45,860.00 brings the total to \$83,955.56 to Change Order #4 after Finance subcommittee pre-approved. Looking for approval of this add on increase to change order #4.

Mr. Wayne Anderson moved to approve the increase to Change Order #4 in the total amount of \$83,955.56

Seconded by Mr. Swartz.

Vote – So voted

Site Update:

Mr. Matthew Dunn, reviewed the site activity with the committee. Foundation for building C is done and underway in building B. Decking and welding erection of steel going on in Building C. Underground utilities and waterlines going in. Site work going well, building up the road with retaining walls going up the hill towards Catherine Street.

Report from Architects:

Updates:

Mr. Kristian Whitsett discussed the working group on the Art Wall – He shared a slide of the area under the stairs set for the wood wall. We decided on three trees on the wall, idea is to use wood rounds and have the students paint them with various pictures to add to it. The Art teacher is coming up with great ideas to share. We will keep you updated as the meetings take place.

Mr. Whitsett also took the committee through a shared color scheme of the school, we hope to have everything finalized soon.

Old Business:

Topping off Ceremony – There will be two beams, one at each Elementary School to be signed by committees, students & staff. Dr. Pellegrino will send an email to the School Committee and City Council to let them know the date & times for them to sign. He will also be in touch with the newspaper to come take pictures of the signing and when the contractors raise the beam on the new school building.

New Business:

Other Business:

Next Meeting

Meeting date for future Building Committee meeting;
Wednesday, July 21, 2021 @ 4:00PM and will be held by Zoom.

Executive Session

No Executive Session

Adjourn

A motion was made by Mr. Robert Swartz and seconded by Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:56PM