

**Gardner Elementary School  
School Building Committee  
Meeting Minutes  
Wednesday, August 18, 2021**

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

**Members Present**

Dr. Mark Pellegrino, Superintendent of Schools; Ronald Cormier, City Council; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Christina Thomas, Teacher (Waterford Street School); Joshua Cormier, Purchasing Director, City of Gardner; Mark Hawke, Director of Finance and Operations; Dr. Catherine Goguen, Chief Academic Officer; Joyce West, Director of Pupil Personnel Service; Robert Hankinson Gardner Citizen & Former City Engineer; Wayne Anderson, Facilities Director; Ashley Chicoine, Teacher (Elm Street School).

**Also Present**

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Matthew Dunn, Sr. Construction Representative, Colliers International; Alan Minkus, OPM; Colliers International; Tim Alix, Project Manager; Kristian Whitsett, Architect, Jones-Whitsett Architects; Ms. Katie Craig, Designer with Jones Whitsett; Steve Rockwood, Community Member, Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

**Regrets**

Mayor Michael Nicholson, City of Gardner; David Fredette, Principal (Elm Street School); Earl Martin, Principal (Waterford 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; Colin Smith, Executive Aide to the Mayor, City of Gardner; Heidi Jandris, Engineer.

**Call to order**

Dr. Mark Pellegrino called the meeting to order at 4:01 PM.

**Approve Minutes**

Mr. Mark Hawke moved to approve the minutes from the School Building Committee Meeting on July 21, 2021 at 4:02 PM.

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 #010016, dated July 31, 2021; in the amount of \$71,187.74

Mr. Robert Hankinson moved to approve Invoice #010016 from Colliers International.

Seconded by Mr. Robert Swartz.

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021071, dated July 31, 2021; in the amount of \$110,096.00

Mr. Robert Hankinson moved to approve Invoice #2021071 from Jones-Whitsett Architects.

Seconded by Mr. Robert Swartz

Vote - so voted

- Bacon Construction Co, Inc. Invoice #8 dated August 10, 2021; in the amount of \$2,441,073.28

Mr. Robert Hankinson moved to approve Invoice #8 from Bacon Construction Co, Inc.

Seconded by, Mr. Robert Swartz

Vote - so voted

- Allied Testing Laboratories, Inc. Invoice # 22877 dated July 31, 2021, in the amount of \$4,726.25

Mr. Robert Hankinson moved to approve Invoice #22877, from Allied Testing Laboratories. Inc.

Seconded by, Mr. Robert Swartz

Vote - so voted

### **Report from OPM:**

#### **Site Update:**

Mr. Matthew Dunn reviewed the recent site activity with the committee. The last requisition received in July we were 25% complete on contract.

- The access road towards Catherine Street is going to get paved by the first week of September. They will then head over to Pearl Street entrance and pave up to the school.
- Construction of retaining walls is ongoing.
- Building A, B & C Erection of structural steel is complete. Roof and slab decking and detailing is ongoing.

Building A, B & C are coming along with great progress and moving ahead quickly. Mr. Dunn shared some pictures of the progress being made.

#### **Budget Update:**

Mr. Alan Minkus shared and reviewed the Financial Status Report at length. The project is in good financial shape.

#### **Change Orders Recommendations this far:**

Mr. Alan Minkus reviewed with the full committee the change order #6, that was already reviewed and discussed in detail with the finance subcommittee.

- 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 - \$83,955.56 was approved 6.2.2021
- Change Order 5 - \$81,046.34 was approved 7.14.2021
- Change Order 6 - \$40,624.67 not to exceed 8.4.2021

○ CO# 32	Thermal Breaks	\$17,215.00
○ CO# 45.1	Acoustic Decking	\$ 4,393.00
○ CO# 63.2	A-Wing Eave and Rake Support	\$10,862.00
○ CO# 85	Changes to Kiln	\$(1,557.33)
○ CO# 86	PR-29 plumbing changes	\$2,079.00
○ CO# 91	Credit for Spray AVB	\$(12,000.00)
○ CO# 94	Add Microwave to Admin Suite	\$2,142.00
○ CO# 96	Electrical Scope for Pre-Action	\$
○ CO# 97	Increase Elevator Pit Depth	\$ 550.00
○ CO# 98	Ceiling Trim to Act B300D	\$ 614.00
○ CO# 99	AED Cabinets and Signs	\$12,232.00
○ CO# 104	Add sprinklers to c-wing soffit	\$ 3,560.00
○ CO# 105	Net add for fixtures balancing valves	\$ 3,936.00
○ CO# 107	Stair 2 pourstop placement	\$2,240.00
○ CO# 109	Stair 1 Landing Supports	\$(4,106.00)
○ CO# 111	Door Hardware Changes	\$(4,106.00)

Mr. Wayne Anderson motioned to approve Change Order #6 in the total amount of \$40,624.67  
Seconded by Mr. Robert Hankinson Vote – So voted

### **Report from Architects:**

#### **Updates:**

Mr. Kristian Whitsett introduced Ms. Katie Craig, a designer with Jones Whitsett, she has been working with the color committee, Ms. Craig shared her screen with the tile colors, we met with some of the color committee, but as a full committee where a few teachers are on vacation we would like to make an introduction tonight to see what you all thought.

- First is the admin desk, we have 4 tile samples, looking to see what works.
- Corrugated metal wall, we have 3 color choices.
- Perforated metal wall, halfway or full wall, Mr. Anderson brought up a discussion with all the holes, cleaning could be hard from a maintenance thought.

After going back and forth sharing the tile colors it came down to having the samples dropped off at the Central Office to have the committee come in and vote on the choices. Tally will be made by 1:00 Tuesday then sent to Mr. Whitsett. Mr. Hawke & Mr. Anderson will coordinate getting the tiles to the office.

#### **Old Business:**

#### **New Business:**

**Other Business:** Dr. Hemman shared after talking with Dr. Goguen, about another site visit, one afternoon between 4-5:00PM. No more than 25-30 people at a time. Contractor has made note no one can enter the buildings at this time, for liability reasons. Buildings can be looked at from the ground level only. The School Committee, City Council along with the Building Committee will visit the site at this time. We will make another date for Teachers once the building is enclosed and accessible. Dr Hemman will look into dates of September 8, 9, 10th and see what the contractor says.

**Public Comment:** Mr. Rockwood thanked the committee for always asking if he had any questions.

#### **Next Meeting**

Meeting date for future Building Committee meeting;  
Wednesday, September 15, 2021 @ 4:00PM and will be held by Zoom.

#### **Executive Session**

No Executive Session

#### **Adjourn**

A motion was made by Mr. Mark Hawke and seconded by Mr. Wayne Anderson to adjourn the meeting. The meeting adjourned at 4:54PM