



TOWN OF NORTHBOROUGH

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LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES – September 17, 2015

Members Present: Leslie Rutan, Chair of Building Committee and
Board of Selectmen Member
John Coderre, Town Administrator
Christine Johnson, School Superintendent
Jennifer Drohan, Northborough School Committee Member
Cheryl Levesque, School Business Manager
Jennifer Parson, Principal, Lincoln Street Elementary School
Julie Peterson, Building Committee Member

Also in attendance: Alan Minkus, Colliers International
Tim Alix, Colliers International
Phil Palumbo, Colliers International
Katie Crockett, Lamoureux, Pagano & Associates

Absent: Patricia Kress, Northborough School Committee Member
Christopher Lawson, Building Committee Member
Jason Perreault, Board of Selectmen Member and
Vice-Chair of Building Committee

Leslie Rutan called the meeting to order at 1:103 p.m.

Approval of Minutes:

Ms. Peterson moved, Ms. Parson seconded, and it was unanimously voted to approve the minutes of the July 23, 2015 Building Committee meeting.

Ms. Parson moved, Ms. Peterson seconded, and it was unanimously voted to approve the minutes of the August 13, 2015 Building Committee meeting.

OPM'S Report:

Mr. Minkus distributed and reviewed the Project Budget vs. Actual Spent to Date Monthly Report dated September 2, 2015. He noted the minimal number of change orders to date with construction approximately one third complete, and attributed much of this to the thoroughness of the construction documents.

Mr. Palumbo distributed and reviewed a handout outlining recent construction activity and next steps. Discussion was held on the gymnasium addition. This work is currently ahead of schedule by four months and could allow for the renovation of the administrative area to begin ahead of schedule. The architect and OPM will be reviewing this work with consultants to see if this is feasible. Mr. Alix noted that the site work accomplished this past summer would allow for the gymnasium entrance to serve as the building's main entrance when the administration is temporarily housed in the new music area of the new addition. This would also facilitate the renovation of the existing gymnasium to the new media center. All of this would reduce the amount of work planned for the last phase of the project.

Ms. Parson shared favorable views on the new traffic pattern, the quality of the modular classrooms, and the excitement the project has brought to the Lincoln Street School community.

Architect's Report:

Ms. Crockett commented on the privilege she had of attending the Open House held at Lincoln Street School prior to the start of the school year. She noted the positive response of parents and teachers.

Ms. Crockett reported that the bid process for the technology part of the project has begun with favorable bids received to date. The first phase of technology installation is planned for December when the renovated classrooms will be occupied.

Any other business to come before the Committee:

None at this time.

Next meeting date:

The next meeting of the Building Committee will be held at on October 15, 2015 at 1:00 p.m.

Adjournment:

Ms. Drohan moved, Ms. Parson seconded, and it was unanimously voted to adjourn the meeting.

The meeting adjourned at 1:42 p.m.

Respectfully submitted,

Cheryl Levesque
Business Director

Documents used during meeting:

September 17, 2015 Meeting Agenda

Building Committee minutes – July 23, 2015

Building Committee minutes – August 13, 2015

Project Status – LSES Construction dated September 17, 2015

Project Budget vs. Actual Spent to Date dated September 2, 2015