



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES – February 12, 2015

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

Also in attendance: Alan Minkus, Strategic Building Solutions
Tim Alix, Strategic Building Solutions
Katie Crockett, Lamoureux, Pagano & Associates

Absent: Christopher Lawson, Building Committee Member
Jason Perreault, Board of Selectmen Member and
Vice-Chair of Building Committee
Julie Peterson, Building Committee Member
Jennifer Drohan, Northborough School Committee Member

Leslie Rutan called the meeting to order at 1:07 p.m.

Approval of Minutes

Ms. Kress moved approval of the December 18, 2014 minutes, Ms. Parson seconded. Motion approved unanimously.

OPM'S Report

Mr. Minkus distributed and reviewed the updated Project Schedule. He highlighted the following dates:

- March 18 – due date for filed sub bids
- April 1- due date for general contractor bids

Mr. Minkus also noted that the response to MSBA's comments to the 90% construction documents has been submitted.

Mr. Alix reviewed the contractor prequalification process and provided a document that summarized the process, the work of the pre-qualifications committee, and a summary of their findings.

Mr. Alix also reviewed the current status of the bid process for the modular classrooms. The bid submittals are currently under review.

Architect's Report

Ms. Crockett noted that work to date is on schedule. A walk through of Lincoln Street School will be held on February 19 for the general contractor firms.

Any other business to come before the Committee

Mr. Coderre noted that the presentation for town boards held on January 22th was very well received. Discussion was held around the next public community meeting to be held at the Lincoln Street School on March 24th at 6:30 p.m.

Next meeting date

The next meeting is scheduled to be held on March 12, 2015 at 11:00 a.m.

Adjournment

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

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

Cheryl Levesque
Business Director

Documents used during meeting

February 12, 2015 Meeting Agenda
Building Committee Minutes – December 18, 2014
Updated project schedule dated February 12, 2015
Contractor Prequalification Process dated January 31, 2015
Prequalified General and Subcontractors dated February 6, 2015