



TOWN OF NORTHBOROUGH

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LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES – March 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
Jennifer Drohan, Northborough School Committee Member
Cheryl Levesque, School Business Manager
Jennifer Parson, Principal, Lincoln Street Elementary School
Jason Perreault, Board of Selectmen Member and
Vice-Chair of Building Committee
Julie Peterson, Building Committee Member

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

Absent: Christopher Lawson, Building Committee Member

Leslie Rutan called the meeting to order at 11:07 p.m.

Approval of Minutes:

Postponed until next meeting.

OPM'S Report:

Mr. Minkus distributed and reviewed the updated Project Schedule. He noted the filed sub bids are due on March 18th and the general contractor bids are due on April 1st.

Mr. Alix provided an update on the procurement of the modular classrooms. The proposal from Triumph has been accepted and a lease agreement is expected shortly. The modular units will be refurbished prior to installation in the early summer. As the classrooms do not have existing sinks, the addition of seven sinks has been negotiated into the lease price.

Architect's Report:

Ms. Crockett reported that she has seen considerable interest in the project; the process is going well; and she is looking forward to receiving the actual bids.

Ms. Crockett discussed the informational session planned for March 24th. An invitation will be extended to Lincoln Street School families and members of the community in order to provide an overview of the project, including the current status, phasing plans and timeline.

Ms. Crockett also noted the continuing work on developing the furniture and fixtures budget with information and details from staff members.

Any other business to come before the Committee:

Mr. Coderre provided an update to the committee on the contractor prequalification process. He explained that there has been a protest filed with the Attorney General's Office by one of the construction companies that was not determined to be a qualified bidder. Town Counsel is providing assistance in this matter and it is anticipated that a hearing date will be scheduled shortly.

Next meeting date:

The Public Informational Session will be held on March 24, 2015 at 6:30 and the next committee meeting is scheduled to be held on April 9, 2015 at 1:00 p.m.

Adjournment

Mr. Perreault moved, Ms. Kress seconded, and it was unanimously voted to adjourn the meeting.

The meeting adjourned at 11:37 a.m.

Respectfully submitted,

Cheryl Levesque
Business Director

Documents used during meeting:

March 12, 2015 Meeting Agenda
Updated project schedule dated March 12, 2015