

ESBC – Minutes

Town Building – COA

September 12, 2011

7:09PM (following a site walk at 6:15PM)

ESBC: Ellen Sturgis, Amy Hastings, Michael Wood, Lynn Colletti, Gary Bernklow (until 7:30PM), Stephen Quinn, Craig Martin, Charlie Kern
CMS: Neil Joyce, Paul Griffin
SMMA: Phil Poinelli, Hank Ricciuti

8/8 minutes will be reviewed at next meeting.

Owner's Project Manager (CMS) update: Stella will finish academic wing by Dec. 2. Front entrance and gym will be finished Jan 27th. Will Michael Wood want to occupy education space? Could still use old cafeteria. Still to work out. Currently discussing with Superintendent on how and when to move Center kids. It's a schedule issue, not an Owner issue. Stephen Quinn inquired about furniture and site construction. CMS will coordinate moving furniture. Most existing furniture will not be reused. CMS recommends the furniture to be reused by other agencies. This will save on disposal costs. Site work can be done weather permitting into December. Hit ledge for septic tank, therefore changed elevations for tanks. Contractor made field change. It was an unforeseen condition. Walk-in refrigerators are in. Hudson Light and Power report that transformer is ready to go. Drywall contractor is moving right along. HVAC and plumbing are way ahead. Essentially done with masonry. Curtain wall is lagging somewhat. Michael Wood "What are the strategies to push back timeline?" CMS will discuss with Stella. Fields need three growing seasons with no activity, i.e. fall, spring, fall or spring, fall, spring. Discussion on recess area for kids. Retesting windows on September 19th. One window passed so far. Still trying to diagnose the problem. So far the window has passed but the assembly has not.

SMMA: FF&E from Stefura. Budget of \$720K. \$20K for custodial equipment. (\$720K + \$20K = \$740K for Phases 1 and 2) Received incomplete bids. Omissions can be covered by state bid list. \$730K bids and outstanding of \$71K. Over budget of about \$61K. Discussion on how to deal with gap. Are there elements in school that are reusable? Maybe \$15K of metal shelving. Intent is to follow through on new teacher and student desks and chairs, but cut back in other areas that can be reused. Asking ESBC to approve a not to exceed \$740K with cuts in scope to bridge the gaps. SMMA and Stefura will work together to decide what to order. Any amount over this budget line item, will not be reimbursed by MSBA. Books will not be included. Library shelving is sized for 12,000 books. Stefura prepares a contract, which has the terms and conditions. FF&E is in two phases. Phase 2 items will not be delivered until Phase 2.

VOTE: Ellen Sturgis Motioned to approve a not to exceed amount of \$740K for the purchase and installation of Furnishings and Equipment for the project. The items and costs are pursuant to bids received; state contract values for certain items, all subject to the clarification of quantities as determined by the Superintendent and district staff. Stephen Quinn seconded. Unanimous approval.

SMMA: won't bid "user", student and teacher, technology until later. "Infrastructure" technology will move ahead on. Want latest technology for "user" technology.

Payment Requisition #15 in the amount of not to exceed \$1,433,357. Construction complete is 54% through August 30th. Includes materials and equipment that are stored. Project is on track with budget spent. 5% is retainage.

VOTE: Craig Martin motioned to approve Payment Requisition #15, not to exceed \$1,433,357.29. Michael Wood seconded. Majority approval, with Lynn Colletti voting “no”.

Change Order 14R1 in the amount of \$77,932. Removal of unsuitable soil in bus turn-a-round area for \$27,531. Abatement and disposal of buried asbestos pipe for \$1,423. Remainder of items are related to coordination of architectural and structural items not in Contract Documents. CO document to be filed.

VOTE: Craig Martin motioned to approve Change Order 14R1, total of \$77,932. Michael Wood seconded. Unanimous approval.

Charlie Kern inquired about the status of unpaid steel subs. CMS reports that most have been settled. Two subs are unresolved. Issue on weekly agenda with Stella. CMS will recommend holding \$5K per person in escrow if not resolved.

Correspondence: Discussion on request for more email correspondence from J. Stiles. List of email correspondence:

- Salvie 8/16: Selectmen's meeting to include Halprin presentation: ESBC requested
- Soil Removal issues 8/18 (Griffin, Wood)
- Halprin 8/20 forwarded his packet for selectmen's meeting
- Open Meeting violation complaint Stiles (received hard copy 8/23)
 - Scanned & distributed 8/24
- Request for file drawings from Poinelli 8/24
- Excess topsoil resolution 8/22-25 (Martin, Griffin)
- Second request from Stiles for more emails 9/1
- Griffin 9/8 CO14 draft
- Furnishings & Equipment proposal Poinelli 9/8
- Amanda Bennett on wall 9/12

Fundraising: Fundraising tiles are coordinated.

Public Comment: Ann Needle inquired about response from AG on OML complaint. No word yet.

Next meetings: October 3rd. November 14th, December 12th.

VOTE: at 8:30PM Ellen Sturgis motioned to move into executive session and not to reconvene. AH seconded. Role call:

Charlie Kern	Yes
Craig Marin	Yes
Stephen Quinn	Yes
Michael Wood	Yes
Ellen Sturgis	Yes
Amy Hastings	Yes
Lynn Colletti	Yes

Minutes respectfully submitted by Amy Hastings