

**Gardner Elementary School
School Building Committee
Meeting Minutes
Wednesday, January 18, 2023**

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

Members Present

Dr. Mark Pellegrino, Superintendent of Schools; Mark Hawke, Director of Finance and Operations; Earl Martin, Principal (Gardner Elementary School); Mayor Michael Nicholson, City of Gardner; Dr. Catherine Goguen, Chief Academic Officer; Ronald Cormier, City Council; Jennifer Pelavin, School Committee Vice Chair; Robert Swartz, School Committee Member; Robert Hankinson, Gardner Citizen & Former City Engineer; Ashley Chicoine, Teacher (Gardner Elementary School); Christina Thomas, Teacher, (Gardner Elementary School); Joshua Cormier, Purchasing Director, City of Gardner

Also Present

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

Regrets

Wayne Anderson, Facilities Director; Joyce West, Director of Pupil Personnel Service; Colin Smith, Executive Aide to the Mayor, City of Gardner; Ms. Katie Craig, Designer with Jones Whitsett; Heidi Jandris, Engineer; Craig DiCarlo, Project Manager, Colliers International; Margo Jones, Designer, Jones-Whitsett Architects; School Resource Officer, John Lawrence; Officer Ryan Spain, Gardner Police Department.

Call to order

Dr. Mark Pellegrino called the meeting to order at 4:00 PM.

Approve Minutes

Mr. Mark Hawke moved to approve the minutes from the School Building Committee Meeting on December 21, 2022 at 4:01 PM.

Seconded by Dr. Catherine Goguen

Vote - so voted

Approve Bills & Orders

The following invoices were presented to the committee:

- Bacon Construction Co, Inc. Invoice #25 dated December 31, 2022; in the amount of \$962,254.75
Ms. Jennifer Pelavin moved to approve Invoice #25 from Bacon Construction Co, Inc.
Seconded by, Mr. Mark Hawke Vote - so voted
- Wenger Corporation, Invoice #832106, dated August 16, 2022; in the amount of \$5,623.21
Ms. Jennifer Pelavin moved to approve Invoice #832106 from Wenger Corporation.
Seconded by Mr. Mark Hawke Vote - so voted
- Rentacrate Enterprises, LLC, Invoice #605814-0, dated October 27, 2022; in the amount of \$864.00

Ms. Jennifer Pelavin moved to approve Invoice #605814-0 from Rentacrate, Enterprises, LLC
Seconded by, Mr. Mark Hawke Vote - so voted

Report from OPM:

Mr. Tim Alix gave the committee an update on the overall budget. Nearing the end of the contractual obligation all invoices being paid, and looking good.

SITE update:

Mr. Tim Alix update the committee on the work that is in progress. Mainly working on the punch list, and its coming to an end. Mechanical work wrapping up this week, lightening control still in progress.

Mr. Ron Cormier asked about the room temperatures. Are the rooms cold and are the rooms censored? How is the Prek area with the heated floors working out.

Mr. Alix answered we are adjusting temperatures per room and hoping to have them all under control this week. This has never been a big issue that has been a problem.

Mr. Martin asked about the mural that are peeling. Mr. Kristian will be talking with the subcontractor and addressing this as soon as possible.

Dr. Pellegrino asked about the fire door magnets. Are you doing something about this. Mr. Whitsett said, yes this is abuse from use as the school had opened. Will address as soon as possible older children running through and slamming doors they just break off. Need to come to a better solution so this doesn't happen. Dr. Pellegrino asked them to be looked at while their there now rather than down the road and need to come back.

For the record; Mr. Robert Hankinson & Mr. Earl Martin just joined the meeting

Report from Architects

Mr. Kristian Whitsett reviewed Change Order #25, He walked around the building all-day today and worked on the punch list. Bringing up issues to have Bacon complete as soon as possible. Trying to wrap Bacon & all subs up on this job inside. Spring will be another punch list to complete once the students are out of the building.

Change Orders Recommendations this far:

- 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 5.19.2021
- Change Order 4 - \$\$83,955.56 was approved 6.2.2021
- Change Order 5 - \$81,046.34 was approved 7.21.2021
- Change Order 6 - \$61,332.67 was approved 8.4.2021
- Change Order 7 - \$65,002.00 was approved 9.1.2021
- Change Order 8 - \$133,047.02 was approved 9.15.2021
- Change Order 9 - \$120,300.04 was approved 10.20.2021
- Change Order 10 - \$83,985.00 was approved 11.17.2021
- Change Order 11 - \$374,391.00 was approved 12.15.2021
- Change Order 12 - \$99,701.46 was approved 1.19.2022
- Change Order 13 - \$164,774.00 was approved 2.16.2022
- Change Order 14 - \$71,237.00 was approved 3.2.2022
- Change Order 15 - \$110,452.00 was approved 4.27.22
- Change Order 16 - \$105,655.00 was approved 5.18.22
- Change Order 17 - \$111,077.71 was approved 6.15.22
- Change Order 18 - \$47,242.00 was approved 7.6.2022

- Change Order 19 -\$51,367.00 8.3.22 upgraded w/additional CO's to \$199,629.00 proposed on 09.7.2022
- Change Order 20 – (\$18,017.00) credit was approved Oct 5, 2022
- Change Order 21 - \$1,175.00 was proposed on 10.19, 2022 was approved 11.2.22
- Change Order 22- \$0 – 59 days added to Confirmed Date of Substantial 9.12.22 Completion on 11.2.22
- Change Order 23 - \$ 114,140.00 was proposed on 11.17.22
- Change Order 24 -\$87,947.00 was proposed on 12.21.22
- Change Order 25 \$ 85,215.58 was proposed on 1.18.2023

Summary of Requests -

CO# 324 BDA system and 1 st floor shaft wall	Credit	- \$ 33,185.42
CO# 362 Change smoke beam detector at stair 3		\$ 821.00
CO# 404 Recaulk 1 st floor stair sills		\$ 1,300.00
CO# 411 Axion trim at connector HVAC		\$ 1,803.00
CO# 412 Replace A wing glass rail with storefront		\$ 52,036.00
CO# 413 Toilet accessories and attic stock		\$ 58,941.00
CO# Decorative film for Art Room display case		\$ 3,500.00
TOTAL		\$ 85,215.58

Mr. Robert Hankinson made a motion to approve Change Order #25 for the amount of \$85,215.58
 Seconded by Mr. Robert Swartz Vote – So Voted

Mr. Whitsett ran down the additional furniture along with some mobile screens, kitchen equipment, filing cabinets, and miscellaneous chairs.
 Mr. Robert Swartz made a motion for a general approval, contingency funds transfer of Additional Furniture and Equipment of \$129,852.41
 Seconded by Ms. Jennifer Pelavin Vote – So Voted

Mr. Robert Swartz asked about the new store front, can you clarify that? Mr. Whitsett explained looking up it's a tall window and a railing, the thought was to have the glass go up a full 7' and it will still be an open area but enclosed.
 Mr. Swartz also asked that going forward anyone requesting anything at all we need a justification as to why they need it. It's getting to the point that we need it justified.
 Dr. Pellegrino added, since we started this project there are many new teachers/positions added that missed getting furniture so this helps them, they missed the planning time. Ms. Chicoine added, I don't think teachers know what they should have in their room. Mr. Martin said, I can get the list out to teachers. It has been supplied already, but I'll get it out again.

Other Business:

New Business:

Public Comment:

Mr. Rockwood commented, he hasn't got to see inside only the outside of the school. At night the building is all lit up at the top of the hill. Neighbors asking why is it all lit up, it doesn't bother me but it does bother my neighbors. I'd like to see if we can figure this out. Also a few lights on the access road are damaged, Mr. Whitsett is aware of that. Thank you.

Next Meeting

Meeting date for future Building Committee Meeting;
 Wednesday, February 15, 2023 @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 Ms. Jennifer Pelavin to adjourn the meeting. The meeting adjourned at 4:45PM