

**Gardner Waterford Elementary School
School Building Committee
Meeting Minutes
February 13, 2019
Gardner Middle School 4:00 p.m.**

Members Present

Mayor Mark Hawke; Mark Pellegrino, Superintendent of Schools; Robert Swartz, School Committee Member; Jennifer Pelavin, School Committee Vice Chair; Dr. Catherine Goguen, Chief Academic Officer; Joyce West, Director of Pupil Personnel Services; April Yu, Business Administrator; Wayne Anderson, Director of Facilities; Bob Hankinson, Gardner Citizen & Former Engineer; Ronald Cormier, City Council; Kristian Whitsett, Architect, Jones-Whitsett Architects; Tim Alix, Project Manager, Colliers International; Chief Richard Braks, Gardner Police Department, Jennifer Dymek, Chief Procurement Officer; Ashley Chicoine, Teacher, Elm Street School; Andrew Mansfield, The Gardner News

Call to order

Mayor Hawke called the meeting to order at 4:05 p.m.

Approve Minutes of January 16, 2019

Mr. Swartz moved to approve the minutes from the Building Committee Meeting on January 16, 2019.

Seconded by Mr. Hankinson

Vote - so voted.

Approve Bills & Orders

The following invoices were presented to the committee:

- Jones-Whitsett Architects, Invoice # 201905 in the amount of \$32,297.13

Mrs. Pelavin moved to approve the bills and orders as presented.

Seconded by Mrs. Chicoine

Vote - so voted.

Report from OPM

Massachusetts School Building Authority voted this morning to approve the project moving forward to Schematic Design. The comments from the Authority included that the District keep in mind the environmental challenges with the intended site building. The Schematic Design phase will include more detailed design with more specific options. This will enable the project scope and budget to become firmer and the reimbursement rate will be locked in.

Mr. Alix discussed the process of contracting a construction company and the two options that are covered under MA General Laws Chapter 149 and 149A. He gave an overview of the General Contractor Approach vs. the Construction Manager at Risk Approach. He discussed the bid process and selection of the team for the actual build of the school. Mr. Alix gave examples from a study done by the MSBA regarding the cost difference between the two options. The recommendation from the OPM based on this particular project is that the General Contractor Approach, with the design-bid-build method, would be the more cost-effective choice for Gardner. Mr. Hankinson agreed with the OPM, stating that after years of experience with both approaches, he would recommend the GC Approach for this project.

Mr. Cormier moved to approve the use of the General Contractor Approach.

Seconded by Mr. Hankinson

Vote - so voted.

The Committee continued the discussion regarding the reimbursement rate and how the site cost is going to be significant for this project. Mayor Hawke mentioned the Templeton school project's cost and the committee discussed the aggressive bidding environment. Mr. Whitsett explained that at this time, the estimates are approximate, but during the Schematic design, a lot of things, including the reimbursement rate, get locked in and the estimates become firmer.

Report from Architects

The MSBA Facilities Assessment Subcommittee (FAS) Meeting had positive comments about the floor plan designs and plans to incorporate special education spaces. The MSBA requirement has been changed to include two sinks in every elementary school classroom. They may require other changes as well that have yet to be announced. The MSBA brought up other concerns including the media spaces, professional development and the site/environmental issues that the district team at the meeting addressed in person.

Mr. Whitsett explained that we are unlikely to get the extra 2% reimbursement. However, in Massachusetts, all public buildings have to be LEED certified, so the focus on energy efficiency will be high.

Mr. Whitsett explained some of the changes they've made to the floor plan, including moving the gym, cafeteria, administrative offices, and service entrances.

A goal of some of the moves was more natural light, more efficiency, and more usable space. The discussion continued with conversation about storage, adjoining doors between classrooms, cost of extra pop-out windows/corners, different areas of the schools, elevators, safety plans, and special education spaces.

The architect firm discussed the topography of the land and stated that they would have more detailed information about site development options at the next meeting.

Old Business

a. Out Reach to Community

- Mr. Hemman stated that the Mayor and Police Chief would work together to determine venues and options for public outreach
- Mr. Hemman asked the Gardner News Reporter to announce in the paper that the District website will be updated regularly for the public to reference

b. Public Forums (See above)

c. Website for Building Project-follow up

- Mr. Hemman stated that Ms. Dunn will begin adding information to the District website to keep the public informed as the building process progresses

New Business

No New Business

Other Business

No Other Business

Next Meeting Dates

March 20, 2019

April 24, 2019

May 15, 2019

June 26, 2019

Meetings will begin at 4:00 p.m.

Executive Session

No Executive Session

Adjournment

A motion was made by Mrs. Chicoine and seconded by Mr. Cormier to adjourn the meeting. The meeting adjourned at 5:15 p.m.