

**Gardner Elementary School  
School Building Committee  
Meeting Minutes  
Wednesday, February 24, 2021**

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

**Members Present**

Dr. Mark Pellegrino, Superintendent of Schools; Jennifer Pelavin, School Committee Vice Chair; Mayor Michael Nicholson, City of Gardner; Robert Swartz, School Committee Member; Dr. Catherine Goguen, Chief Academic Officer; David Fredette, Principal (Elm Street School); April Yu, Business Administrator; Joyce West, Director of Pupil Personnel Service; Christina Thomas, Teacher (Waterford Street School); Robert Hankinson Gardner Citizen & Former City Engineer; Ronald Cormier, City Council; Joshua Cormier, Purchasing Director, City of Gardner; Earl Martin, Principal (Waterford Street School);

**Also Present**

Dr. Steve Hemman, Special Projects Assistant to the Superintendent; Alan Minkus, OPM; Colliers International Tim Alix, Project Manager; Matthew Dunn, Sr. Construction Representative, Colliers International; Kristian Whitsett, Architect, Jones-Whitsett Architects; Steve Rockwood, Community Member; Chief Richard Braks, Gardner Police Department; Brenda Smith, Administrative Assistant to the Superintendent; Recording Secretary.

**Regrets**

Aviva Galaski, Jones-Whitsett Architects; Margo Jones, Designer, Jones-Whitsett Architects; Colin Smith, Executive Aide to the Mayor, City of Gardner; Wayne Anderson, Facilities, Director; Ashley Chicoine, Teacher (Elm Street School); Heidi Jandris, Engineer

**Call to order**

Superintendent Pellegrino called the meeting to order at 4:06 p.m.

**Approve Minutes**

Mr. Robert Swartz moved to approve the minutes from the School Building Committee Meeting on January 20, 2020 at 4:00 P.M.

Seconded by Ms. Catherine Goguen

Vote - so voted

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #008596 dated January 31, 2021; in the amount of \$81,384.16

Mr. Robert Hankinson moved to approve Invoice #008596 from Strategic Building Solutions, LLC, dba Colliers International.

Seconded by Mr. Robert Swartz

Vote - so voted

- Jones-Whitsett Architects, Invoice #2021002, dated January 31, 2021; in the amount of \$114,713.25

Mr. Hankinson moved to approve Invoice #2021002 from Jones-Whitsett Architects.

Seconded by Mr. Swartz

Vote - so voted

- Bacon Construction Co. Inc. Invoice #2, dated January 31, 2021; in the amount of \$963,712.13

Mr. Hankinson moved to approve Invoice #2 from Bacon Construction Co. Inc.,

Seconded by Mr. Swartz

Vote - so voted

- Allied Testing Laboratories, Inc., Invoice # 22070, dated January 30, 2021; in the amount of \$3,110.00

Mr. Hankinson moved to approve Invoice # 22070, from Allied Testing Laboratories, Inc.,

Seconded by Mr. Swartz

Vote – so voted

### **Report from OPM**

#### **Projected Budget:**

Mr. Alix Updated the committee on the project finances as to where we stand now and how we are tracking changes with the MSBA. We are doing financially well at this time.

### **Project Funding Agreement Budget Revision Number 3**

- A few items to discuss, is Owners Ins. Builders Risk Ins. Policy was a shortfall on our behalf and we need to cover that era. We would like to move \$45,000.00 to cover the difference. We are hoping to get fully reimbursed by the MSBA, so there will be a form we need to submit to the MSBA for approval.

So we are asking for a vote to move some funds around.

A motion by Mayor Nicholson authorizing the Mayor & Chairman to move \$45,000.00 from other Administration cost to the Project Funding Agreement Budget Revision #3.

Seconded by Mr. Swartz.

Vote – so voted

### **Change Orders Recommendations from Financial Subcommittee**

Mr. Alix shared his screen with item changes;

- Reviewed the contingency report, additional fire hydrant, water main up Catherine St. roof drains, storm water drain, more detail of the items can be reviewed which is attached to the packet. Shows unit cost for work that wasn't included in the base of work. Finance Committee approved, not to exceed \$300,000.00 for all of these items.
- Fire Hydrant – during design former chief didn't recommend. New administration interprets things differently. So changes needed to be made, a drivable path is requested, so we will need a fire hydrant to be placed in the back of the building, and a few more in different spots, more to follow up with at the next meeting.

### **Report from Architects**

#### **Updates:**

Mr. Kristian Whitsett shared his screen showing the map of the new water line. Ms. Pelavin was asking about the new water main difference and if he could explain it in more. He explained the new work detail happening with the water main & fiber optic. Little confusing with street names and that was the probable issue with misunderstandings. All visualized and understood what he explained on his map.

Ms. Margo Jones, discussed the art tiles project proposed to go under the main stair., She met with the new formed committee, and they discussed that the students would do the art this year so it will be ready for next year. They presented to the committee, using timber slices, slices from the trees on the property that were cut down. They will dry them out and the students will paint them with an appropriate art design for "the school in the woods". All students can take a wood tile and be artistic with it. Great value being from wood on the lot. We can link the colors to the grade. Protective coating is being researched, so we can preserve

it over the years. The committee was all very excited about this proposal. More to follow upon research.

### **New Business**

**Change Order Vote needed;** Dr. Hemman brought up the vote approval not to exceed \$300,000.00

Mr. Swartz motioned to authorize Architects to move forward on Change Order Proposal not to exceed \$300,000.00

Seconded by Mayor Nicholson

Vote – so voted

### **Traffic sign on Pearl Street;**

Mr. Dunn informed the committee about the traffic sign on Pearl Street, he made a request to Bacon Construction by email and hasn't heard back yet.

Mr. Swartz noted in my travels up and down Pearl St. the speed, we really don't want to see anything happen. You can't see anything going on until you get right in the area. Signs stating "Construction Site", "Construction Vehicles", entering from both sides will hopefully entice drivers to slow down and make the entrance easier to see. Mr. Dunn will follow up with Contractor.

### **Public Comments:**

### **Next Meeting**

Meeting dates for future Building Committee meetings;  
Wednesday, March 17, 2021 @ 4:00 And will be held by Zoom.

### **Executive Session**

No Executive Session

### **Adjourn**

A motion was made by Mr. Swartz and seconded by Mr. David Fredette to adjourn the meeting. The meeting adjourned at 4:50p.m.