

Finance Sub-committee
Mount Greylock Regional School District

Williamstown, MA

March 2, 2021 at 11 AM

Join Zoom Meeting

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Agenda

MGR Finance Committee ZOOM Meeting Notes/Minutes

DATE OF ZOOM MEETING: **March 2, 2021, at 11:00 AM at the Mount Greylock Regional Middle High School in Williamstown, MA - Conference Call**

PROJECT: **Mount Greylock Regional High School**

SUBJECT: **MGR Finance Sub-Committee ZOOM Meeting**

ATTENDING VIA ZOOM:

Hugh Daley, chair	Williamstown Selectman– voting member
Joe Bergeron	Business Manager – voting member
Steve Wentworth	Lanes. Finance Committee– voting member
Jason McCandless	MGRSD Superintendent
Rob Wnuk	MGRSD Director of Operations
Trip Elmore	DWMP
Mike Cox	DWMP
Alec Marshall	Turner Construction

Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, this meeting will take place by conference call

1. Meeting called to order by Finance Committee Chair, Hugh Daly, at 11:07 AM.
2. Approval of previous Meeting Minutes from September 24, 2020 Meeting Minutes:
Motion to approve September 24, 2020 Meeting Minutes by Steve Wentworth 2nd by Joe Bergeron.
Discussion: None.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

3. Review and Approve Propay Budget Revision Request #28 to the MSBA (**vote expected**)
Motion to approve BRR #28 by Steve Wentworth 2nd by Joe Bergeron. Discussion:

M. Cox explains there are 4 transfers being processed which will cover the both the Legal and Construction Contingency line expenditures. First, we are taking unallocated funds from OPM estimating and Owner's Insurance to move to the legal line (in the amount of \$32,315.67). Second, we are moving unallocated Furnishings and OPM extra services fund and moving them to Construction contingency (in the amount of \$73,254.00). With the approval of this budget revision request the MSBA will be able to complete their final Change Order review. Simultaneously,

at our next meeting we will have once final budget revision request to move all construction contingency funds to the change order line.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

4. Review and approval of final payment Approval Letters (**vote expected**)

- i. AL-269 – Final Pay Adams Plumbing & Heating
- ii. AL-270 – Final Pay Ferguson Electric

Motion to approve final payment Approval Letters AL-269 & AL-270, by Steve Wentworth 2nd by Joe Bergeron.

Discussion:

AL-269 – Final Pay Adams Plumbing & Heating – letter received from Adams that extends the warranty into the summer to verify that their final fix on DOA-2 work as intended.

AL-270 – Final Pay Ferguson Electric – All items have been addressed.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

5. Review and approval of Turner Change Order #20 in the credit amount of (\$11,762.93) (**vote expected**), included in the Change Order are:

- i. COR-093 – Theatrical Lighting Board Correction (purchased by MGRSD, deleted contingency dollars) (\$8,233.00)

Alec Marshall explained that this is what we discussed at the last Financial Subcommittee Meeting. Originally, I was under the impression that Turner and/or Ferguson purchased the Lighting Board. During the meeting, Rob pointed out that the lighting board was purchased by the district and should be funded from the project. The \$8,233 was part of the first line item of \$11,006 within COR-093. Turner is not sure how you want to show the district using Contingency within the GMP to fund the invoice, but Turner is crediting it back to the Owner in Change Order 20.

- ii. COR-097 – Final GMP Closeout - Miscellaneous Credits (\$3,529.93)

Alec Marshall explains COR-097 is a combination of bond savings, CCIP, and reconciliation of the overhead door value that nets to a credit of \$3,529.93.

Motion to approve Turner Change Order #20 in the credit amount of (\$11,762.93) by Steve Wentworth 2nd by Joe Bergeron.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.

6. Other business not anticipated 48 hours in advance

Discussion: T. Elmore explains as we continue into closeout there are a few documents that Dore and Whittier has been filling out and circulating to members of the district including, Jake McCandless and Joe Bergeron. These include, sources and uses form, final payment form (last form to be signed) among others. These forms need to be submitted to the MSBA prior to going into final Audit. Once in final audit the MSBA will work directly with the district and it will take approximately 6-8 months to officially close out the project and issue the final reimbursement. T. Elmore adds, Dore and Whittier will remain available to answer and questions the district should have throughout the process.

7. Upcoming Finance Sub-Committee Call is to be scheduled by the administration, TBD.

8. Motion to adjourn by Joe Bergeron and 2nd by Steve Wentworth.

ROLL CALL VOTE: Bergeron Yes, Daley Yes, Wentworth Yes. Motion Passes.,

Call Adjourned at 11:39 AM.

Approved 03.17.21