

# SBC

Finance Sub-committee  
Mount Greylock Regional School District  
Williamstown, MA  
September 12, 2019 at 5:30 PM.  
MGRS Meeting Room A109  
Conference Call  
712-775-7031  
AC 414 138 264

MGR Finance Committee Call/Meeting Notes/Minutes

**DATE OF CALL/MEETING:** Sept 12, 2018, at 5:30PM at the Mount Greylock Regional Middle High School in Williamstown, MA - Conference Call 712-775-7031: AC 414 138 264

**PROJECT:** Mount Greylock Regional Middle High School

**SUBJECT:** MGR Finance Committee Call/Meeting

**ATTENDING:**

Hugh Daley, chair	Williamstown Selectman– voting member
Kimberley Grady	Superintendent of Schools – voting member
Steve Wentworth	Lanes. Finance Committee– voting member
Andrea Wadsworth	MGRSD Business Manager
Trip Elmore	DWMP (on phone and arrived @ 5:40)
Alec Marshall	Turner Construction
Mike Giso	Turner Constrction

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1. Meeting called to order by Finance Committee Chair, Hugh Daly, at 5:30 PM.
  2. Approval of previous Meeting Minutes July 12, 2019 Meeting Minutes:  
*Motion to approve August 15th and 20th, 2019 Meeting Minutes by K. Grady 2nd S Wentworth.*  
*Discussion: none*  
*VOTE: 3 approve, 0 against, 0 abstain*
  3. Invoices (attached) for approval (Vote Expected):
    - a. Perkins Eastman Invoice No. 48 in the amount of \$9,500.00 for Designer services in Aug 2019.  
*Motion to approve payment of the invoice by K. Grady 2nd S Wentworth.*  
*Discussion: Question was asked how much was left in their contract, OPM responded that \$9,500 would be left to bill in September and then their contract would be complete. Once the LEED submission was sent in their contract work would be complete, and the LEED submission is scheduled to be sent in tomorrow 9-13-19.*  
*VOTE: 3 approve, 0 against, 0 abstain*
    - b. D&W Management Partners Invoice No. 54 in the amount of \$5,000.00 for Aug 2019 OPM Services  
*No Motion was offered and therefore the bill remains outstanding, which results in nonpayment of this invoice for services rendered in the month of August 2019 by Dore & Whittier Management Partners. No explanation was offered for nonpayment of services.*
    - c. Turner Construction's Application Requisition No. 38 in the amount of \$284,499.35 for Aug 2019.  
*Motion to approve payment of the invoice by S Wentworth, 2nd by K Grady.*  
*Discussion: None*  
*VOTE: 3 approve, 0 against, 0 abstain*

- d. Northeast Flooring Invoice in the amount of \$15,000.00.

*Motion to approve payment of the invoice by K Grady, 2nd by S Wentworth.*

Discussion:

Cost to reinstall new carpet tiles

*VOTE: 3 approve, 0 against, 0 abstain*

- e. Engineered Floors Invoice 6-6415298 in the amount of \$1,800.16.

*Motion to approve payment of the invoice by K Grady, 2nd by S Wentworth.*

Discussion:

Shipping cost for new carpet tiles

*VOTE: 3 approve, 0 against, 0 abstain*

4. Budget update – summary included in the email

T. Elmore states, we did track exposures this month, and is represented in the budget attached. From our last meeting we have moved items in the BRR to construction contingency. Since the contingency amount is over the reimbursable limit these dollars would not be considered for reimbursement. The project budget no longer has available funds for any additional changes, while we have not exceeded the budget it does not look like there are surplus funds available. While there may be some money uncommitted at this point the amount is potentially in the thousands so to be careful no additional commitments should be considered at this time. The NGrid grant funds in the amount of \$68,000.00 +/- have been received and should be allocated to a budget line item, D&W would recommend the Owner Construction Contingency line. We will also need to transfer some funding to the "Other Costs" line item to fund the Northeast Flooring Invoice and the Engineered Flooring, D&W would recommend moving money from the unspent Architects Hazardous Material Line item in the amount of \$29,626.51.

5. Upcoming Finance Sub-Committee Call is to be scheduled for a date in October.

6. Motion adjourn by S Wentworth and 2<sup>nd</sup> by H Daley.

Vote: unanimous in favor, Meeting/Call Adjourned at 5:55.