



MANAGEMENT  
PARTNERS, LLC

## MGRSBC & SC MEETING MINUTES

**DATE OF MEETING:** November 30, 2015 @ 5:30 P.M. at the Mount Greylock Regional Middle High School in Williamstown, MA

**PROJECT:** Mount Greylock Regional Middle High School  
Dore & Whittier Project #MP

**SUBJECT:** School Building Committee Meeting (D&W#20) JOINT with School Committee

**ATTENDING:**

Mark Schiek,	SBC Chair, Lanesborough
Paula Consolini	SBC Co-Chair, Williamstown
Douglas Dias	Superintendent, MGRSD
Nancy Rauscher	Bus. Manager MGRSD
Carolyn J. Greene	MGR School Committee Chair
Jesse Wirtes	MG facilities supervisor
Mary MacDonald	Principal, MGRHS
Chris Galib	Lanes. Finance Committee
Bob Ericson	Lanesborough Selectman
Rich Cohen	School Committee
Wendy Penner	School Committee
Gary Fuls	School Committee

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1. **Call to Order of SBC Meeting at 5:37 PM by M. Schiek with 10 voting Members in attendance.**

**Call to Order of SC Meeting at 5:37 by C. Greene with 4 voting members in attendance.**

2. **Approval of Minutes:**
  - a. A short SBC review of the November 19, 2015 Meeting Minutes was provided by the Chair.

***SBC Motion to approve the November 19, 2015 SBC Meeting Minutes by P. Consolini, 2<sup>nd</sup> by C. Galib.***

***SC Motion to approve the November 19, 2015 SBC Meeting Minutes by R. Cohen, 2<sup>nd</sup> by G. Fuls.***

***Discussion: A few minor edits were suggested and will be updated for record.***

***SBC VOTE: 10 approve, 0 against, 0 abstain.***

***SC VOTE: 4 approve, 0 against, 0 abstain.***

PROJECT MANAGERS  
ARCHITECTS

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3. **Invoices Submitted for Approval: No invoices submitted for approval.**

- a. Void Design Partnership's Invoice No. 11034 in the amount of \$95,200.00 and approval of the revised invoice No. 11036 in the amount of \$65,199.96

M. Schiek pointed out that Design Partnership's Invoice No. 11034 had billed the remaining fee amount for Schematic Design, \$30,000.00 of which was intended to be returned to the District, had those funds not been spent. Design partnership revised the invoice to reflect this oversight, as the District has not needed to apply the \$30,000.00 to any additional services.

***Motion to void Design Partnership Invoice No. 11034 in the amount of \$95,200.00 by P. Consolini, 2<sup>nd</sup> by B. Ericson. VOTE: 10 approve, 0 against, 0 abstain.***

***Motion to approve Design Partnership Invoice No. 11036 in the total amount of \$65,199.96 by P. Consolini, 2<sup>nd</sup> by D. Dias. VOTE: 10 approve, 0 against, 0 abstain.***

R. Cohen then asked if the \$30,000.00 was available for any other issues, such as the remediation of the hangar or underground storage tank, and if this money could be used to cover other expenses rather than having them hit the operating budget. P. Consolini added that these items may be outside of the building project scope.

The committee then agreed that they will have to determine if this money can be used for additional geo-environmental testing at the underground storage tanks.

- b. Design Partnership Invoice No. 11037 in the amount of \$25,776.56 for Geotechnical work completed to date in accordance with Amendment Number 4

***Motion to approve the Design Partnership Invoice No. 11034 in the amount of \$25,776.56 by P. Consolini, 2<sup>nd</sup> by R. Cohen. VOTE: 10 approve, 0 against, 0 abstain.***

4. **Other Business not anticipated 48 hours prior to Meeting:** None.

5. **Public Comment:** *None*

6. **Next SBC Meeting(s) and times**

- a. Tentative January 28, 2016 at 5:30 PM – Joint meeting with School Committee  
b. R. Cohen had a few questions in regards to the committee's needs and activities following the next MSBA meeting, and asked if they could get an update on what it might entail before the next meeting.

7. **Adjourn**

SC Motion to adjourn by R. Cohen, 2nd by G. Fuls. VOTE: unanimous to approve. Meeting adjourned at 5:45 PM

SBC Motion to adjourn by P. Consolini, 2nd by B. Ericson. VOTE: unanimous to approve. Meeting adjourned at 6:15 PM

**DORE AND WHITTIER MANAGEMENT PARTNERS, LLC**

Rachel Milaschewski

Dore & Whittier Management Partners, Assistant Project Manager

Cc: Attendees, File

**The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After the minutes have been voted to approve, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.**