

**Minutes**

**Minuteman School Building Committee Meeting**

Monday, July 16, 2018 at 5:30 p.m.

Minuteman High School - Paul Revere Room

**Voting members present:**

Ford Spalding, Dana Ham, Mike Majors, Nawwaf Kaba, Alice DeLuca, Frank Cannon, Ed Bouquillon and Kevin Mahoney

**Others Present:** Skanska: Sy Nguyen; Gilbane: Tripp McElroy; KBA: Gregory Joynt and Julia Pisegna

**Absent:** William J. Blake, Jr., Alice Kaufman, Don Lowe, Marianne Cooley, Dave Frizzell, Jack Dillon, Orlando Pacheco, Frank Cannon, Matt MacLean and Dana Ham

**1. Call to Order: Open Session**

Mr. Spalding called the meeting to order at 5:30 p.m.

**2. Approval of Draft Minutes of June 18, 2018**

The vote to approve the draft minutes of June 18, 2018 was taken as follows:

Moved (Spalding) and seconded (DeLuca)

To approve the draft minutes of June 18, 2018, as presented, with Mr. Cannon abstaining,

**VOTE:** Unanimous

**3. Approval of Team Invoices**

Mr. Spalding reviewed the details of the following invoices, and the following vote was taken:

Moved (Spalding) and seconded (DeLuca)

To approve the invoices for the School Committee's Finance Subcommittee Warrant, as presented

<b>Category</b>	<b>Firm</b>	<b>Invoice Number</b>	<b>Dated</b>	<b>Amount</b>
a. OPM	Skanska	No. 55	July 11, 2018	\$ 101,540.00
b. Architect	KBA	No. 20	July 11, 2018	\$ 118,507.30
c. CM for Construction Services	Gilbane Pay Requisition	No. 12	July 16, 2018	\$ 4,531,815.98
d. Miscellaneous Project Costs	Briggs	No. 11	July 11, 2018	\$ 19,590.00

**VOTE:** Unanimous

**4. Updates:**

**a. Budget Update:**

Sy Nguyen reviewed the Budget that had been distributed prior to the meeting, noting that the project is 28.3% complete, with \$41M expended and \$103M remaining, and confirmed that the project remains on budget.

She also noted that there was no update from the MSBA, as they are waiting for them to submit the Schedule of Values.

**b. Project/Schedule Update:**

Tripp McElroy gave a slide presentation, as shown in Attachment A, and provided an update on the Project/Schedule during the period of June 18, 2018 – July 16, 2018. He reviewed the progress in various areas of the building, and then reviewed the July construction schedule.

Mr. McElroy shared that the major goal is to get the building weather tight by November and we are on schedule for that.

Mr. Spalding stated that the project is looking great and thanked all those involved.

**Next Meeting:**

Mr. Spalding noted that the next meeting is scheduled for Monday, August 13, 2018 at 5:30 p.m.

**8. Adjournment:**

There being no further business, the following vote was taken:

Moved (DeLuca) and seconded (Ham)

To adjourn the meeting at 5:50 p.m.

**VOTE:** Unanimous

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Julia Pisegna, Recorder

Attachments

A. Gilbane Progress Report June, 2018—July, 2018