

**WEBSTER PUBLIC SCHOOLS**  
**SCHOOL BUILDING COMMITTEE THURSDAY, 6:00 PM SEPTEMBER 19, 2023**

**Present:** Dave Hurton - Chairman - *Voting Member*  
Ted Avlas – *Vice Chairman Member - Voting Member*  
Al Young - *Voting Member*  
Monique Pierangeli – Superintendent  
Tim Bell - Town Accountant - *Voting Member*  
Tony Paranto - *Voting Member*  
Ryan Collins - Principal  
Gina Nieves - *Voting Member*  
Lisa Kontoes - Business Manager

**Absent:** Sheila Blythe – *School Committee Voting Member*  
Victor Waskiewicz - *Voting Member*  
Richard LaFond - *Town Administrator*  
Mike Carroll - Colliers

**Attendees:** Mike Reith - Colliers  
Vince Dube - Flansburgh  
Dennis Grudkowksi - Flansburgh  
Derek Osterman - Colliers

**I. Call to order:** Mr. Hurton called the meeting to order at 6:02 pm

**II. Approval of Minutes for August 22, 2023.**

Tim Bell recommended the meeting minutes be amended to state the Committee Chair suggested the Committee seek legal counsel regarding the signature protocol for change requests. A motion was made to approve the meeting minutes with this amendment as follows:

Motion: Ms. Nieves

Second: Mr. Paranto

Vote: Yes – 6; No –0; Abstain - 0

**III. OPM Report**

**A. Budget/Invoices**

**Invoices**

The Triumph modular lease invoice was reviewed. There is a credit that should be applied because invoice # 3 was overpaid by \$45,000. This credit was brought to the Committee’s attention after the warrant was created. The recommendation was to approve the warrant with the understanding that the credit would be applied and the warrant updated.

**Monthly OPM Report to MSBA**

The August Monthly Summary Report was reviewed. Tim Bell inquired as to why Triumph was not reflected in the report. Mike Reith acknowledged that

Collier's should have included the Triumph financials in the report. Mike stated he would work with Mike Carroll to get the report updated. Emphasis was placed on having a reporting scheme to ensure that expenses are coded properly in Propay. This report is submitted to MSBA inclusive of the detailed budget report (which was not included in the packet). Derek will inquire about how it is reported out. Dave Hurton asked about how much of the Triumph contract has been paid. The Monthly report currently has a variance because \$600K of excess ESSER money was used at the end of FY22 close to pay for the modulars. Monique Pierangeli spoke with Tim Bell, Dave, School Committee Chair and collectively made the decision to have a portion of the modular cost hit the local budget.. Monique had also made Collier aware of this decision. Derek stated that Collier typically performs a quarterly reconciliation and will include a note indicating that this additional expense is not accounted for in the report. Derek also stated that the Committee could decide to make a potential transfer of the \$600K in the building project into another line item but that decision does not need to be made until the end of the project. Tim Bell said he would want to understand how this transfer would be reflected in Propay if this was done. The group agreed to address this in a future meeting.

## **B. Schedule**

### **Bidding**

All comments relative to bidding are included in the Master Schedule section below.

### **Master Schedule**

The Committee reviewed the master schedule and the OPM highlighted that we are on the cusp of going out to bid for construction. There are no plans to make any adjustments to the schedule at this time. Flansburg submitted bid docs to Collier and Collier is performing a quality control check. The quality review may not be completed by the time the bids go out so any findings and adjustments will be included in an addendum. Flansburgh is confident that the documentation will be ready to go out to bid as planned with the understanding that tweaks may be needed for an addendum. It is expected that the bid will go live next week and advertising will start as of next Thursday, September 28. The bid was originally planned to go out two weeks earlier and Derek does not anticipate any serious schedule impacts with the current extensions provided that the schedule does not extend any more than another week. Otherwise, it will impact the end of Phase I. Gaining the Planning Board approval does not impact moving forward with bids. However, we cannot sign any construction contracts without Planning Board approval.

## **C. Modular Unit Update**

The team continues to work through punch list items. Currently underway is:

- installing the pump (pending pump receipt)
- installing heat trace (being scheduled)
- installing adaptors for the Smart Boards (in progress)
- scheduling/conducting maintenance training.

#### **D. Update from the Prequalification Committee**

Mike Reith reported that all but two contractors were pre-approved. The two not approved were eliminated because one submission was incomplete and the other was not submitted. Mike Carroll handled all notifications to the contractors and we have good coverage to get competitive bids.

Motion to approve the pre-authorization committee list and qualifications:

Motion: Mr Bell

Second: Mr Young

Vote: Yes – 6; No – 0; Abstain - 0

#### **IV. Design Team Report**

##### **i. Planning Board and Conservation**

The Planning Board meeting is Monday, September 25. Last night, we received Conservation Committee approval. There was a meeting today with Ann Morgan (Town Planner), Dan Melhouse (School Resource Officer) and the Design team to review the traffic study. The recommendations were grouped into categories and there will be a follow-up meeting with the Safety Committee to discuss the items that are not in the scope of the project.

##### **ii. Variance**

In the last meeting, we voted for an Avigilon incline lift and got approval/ authorization for up to \$85K. This lift is going to take too long to come in even with expedited delivery. As a result, the Design Team met with Delta Beckwith (who is also on the bid list) and they can provide a vertical lift by A section. The General Contractor will be responsible for installing the lift after it has been constructed. This is a less expensive option and Beckwith projects having it ready by mid-December.

##### **iii. Purchase of Vertical Chair Lift**

The Committee reviewed the Beckwith alternative proposal. Given the mid-December date, access to the existing elevator will need to remain until the vertical lift is installed.

A motion was made to approve the \$39K proprietary purchase the Savaria V-1540 Vertical Wheelchair lift from Delta Beckwith for the school project and vote taken as follows:

Motion: Mr Paranto

Second: Ms Nieves

Vote: Yes –6 ; No – 0; Abstain - 0

**V. Clarity on Change Order Approvals/Signatures**

Some questions were raised about Vic Waskiewicz's authority to approve change requests equal to or less than \$50K. The Town Counsel assigned to provide guidance on this topic has a trial all month long and has reassigned it to another attorney. Tim reported that he is hoping to have the conversation by the end of the week. The plan is to continue moving forward as is until we are told otherwise. The School Committee Chair has responsibility for the final signature.

**VI. Update on Potential Additional MSBA Funds**

This topic was tabled for a future meeting. Mike Carroll had reached out to MSBA for an update on this and Dave Hurton believes that the MSBA is waiting until their October board meeting to make the final decision.

**VII. Board of Selectman Member Update**

Lisa Kontoes has taken the role as the School Business Manager. She can no longer serve as a voting member and will no longer be a member of the Selectman as of October 12. The Board of Selectmen will appoint a new Board of Selectmen delegate to represent the Board.

**VI. Approval of Warrant**

Motion: To approve the amended warrant in the amount of \$1,044,249.90 (with the \$45K credit applied).

Motion: Mr. Young

Second: Mr. Nieves

Vote: Yes – 6; No – 0; Abstain - 0

The Committee approved the amended warrant and Sheila Blythe will sign it as the Committee's designated signer.

**VII. Next Steps/Meeting :** Tuesday, Oct 17, 2023 at 6:00 p.m (tentatively - and will give advance notice if it needs to change).

**VIII. Questions & Comments**

The School will need storage for band and athletic equipment. Mo has an action item to follow-up with Rick LaFond who was helping to facilitate a conversation with MAPFRE.

**IX. Adjournment:**

Motion to Adjourn 8:45 pm

Motion: Mr Young

Second: Ms. Nieves

Vote: Yes – 6; No –0 ; Abstain - 0

Respectfully submitted,

Lisa Kontoes