

WEBSTER PUBLIC SCHOOLS  
SCHOOL BUILDING COMMITTEE  
OPEN SESSION MINUTES (M.G.L. C.39) OF JANUARY 21, 2021

Date: January 21, 2021

Present: Dave Hurton - Chairman - *Voting Member*  
Ted Avlas – *Vice Chairman Member - Voting Member*  
Ruthann Goguen - Superintendent  
Monique Pierangeli – Business Manager  
Gina Nieves - *Voting Member*  
Al Young - *Voting Member*  
Lisa Kontoes - *BOS Member - Voting Member*  
Sheila Blythe – *School Committee Voting Member*  
Fran Thomas - Principal  
Tim Bell - Town Accountant

Absent: Doug Willardson - Town Administrator  
Tony Paranto - *Voting Member*  
Ted Tetreault - Building Inspector

Attendees: Ken Guyette - OPM  
Kent Kovacs - Flansburgh  
Vince Dube' - Flansburgh  
Chelsea Vollmer - Flansburgh  
Madeleine Le - Flansburgh

**I. Call to order:** Mr. Hurton called the meeting to order at 6:04 pm.

**II. Approval of Minutes:**

- December 17, 2020  
Motion – Ted Avlas  
Second – Gina Nieves  
Vote: Yes – 4; No – 0, Abstain - 2 (Ms. Kontoes & Ms. Blythe)

**III. Update on Designer Contract Execution:**

Ms. Pierangeli updated the committee that the contract has been signed by the school committee and has been fully executed and has been shared with the OPM and all parties. Flansburgh has been very active and is welcomed to the Webster team for the project.

**IV. OPM Report:**

**Schedule Review**

Ken Guyette, OPM from Colliers presented the monthly OPM report. Not much new to report but just wanted to get the committee used to seeing this report and stated as the

project moves forward these reports will become much more detailed. Mr. Guyette did share with the committee the updated schedule now that the architects are onboard. The schedule was aligned with the Educational visioning sessions that are now being conducted with the architects. Mr. Hurton asked if all consultants fall into the reimbursable bucket from the MSBA, Mr. Guyette stated yes that they will fall into that category.

#### **Introduction of Architects**

Mr. Guyette then introduced Kent Kovac, Principal in charge from Flansburgh Architects. Mr. Kovac introduced his team members, Mr. Vince Dube, Project manager, Madeleine Le, Project Architect, Chelsey Vollmer, Architect. Mr. Kovac explained how they understand this is likely a renovation project, but they have been tasked by the MSBA to look at all options. Mr. Dube has a strong background in renovation and will bring a lot of knowledge to the project. The team has been reviewing the building plans and will be looking at all

#### **V. Education Planning Meetings & Schedule:**

Mr. Kent updated the committee that they had a kickoff meeting with the Education Planning Committee for the school department. There will be ongoing meetings with David Stephens, the educational consultant to review what the current programming is and to gain knowledge of the school district's vision of programming for the school. They will use this information to fill out the space design template from the MSBA and to write the Educational plan for the district. Mr. Kovac reviewed the schedule. There have been many consultants onsite doing surveys. A preliminary design draft of the education plan is scheduled to be done for March 19th. The final PDP space template is scheduled for April 2 with a final PDP Education plan scheduled to be done for April 13 and submitted to the MSBA on April 16th. There will be some community forums in March and April. Mr. Kovac stated that it will be a busy couple of months as they work through the PDP process but feel very comfortable with the schedule.

#### **VI. Approval of warrant designee**

Mr. Hurton explained that because of Covid it is difficult to have a full board sign the warrants and at the recommendation of the town accountant and for the timely processing of invoices. Ms. Pierangeli recommended that Ms Blythe be the designee as she is already coming to the office to approve payrolls.

Motion to approved Ms. Blythe as warrant designee.

Motion: Lisa Kontoes

Second: Ted Avlas

Vote: Yes - 6, No - 0, Abstain - 0

#### **VII. Approval of Warrant: Approval of the Building Committee Warrants.**

Motion to approve warrants in the amount of \$2,100.00 and \$6,298.75

Motion: Sheila Blythe

Second: Ms. Kontoes

Vote: Yes - 6, No - 0, Abstain - 0

#### **VIII. Meeting Schedule:**

February 18, 2021  
March 18, 2021

**VIII. Adjourn:**

Motion to Adjourn 6:30 pm

Motion: Lisa Kontoes

Second: Sheila Blythe

Vote: Yes – 6, No – 0; Abstain - 0

Respectfully submitted,

Monique Pierangeli