

**WEBSTER PUBLIC SCHOOLS**  
**SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM DECEMBER 19, 2023**

**Present:** Ted Avlas – *Vice Chairman Member - Voting Member*  
Tim Bell - Town Accountant - *Voting Member*  
Sheila Blythe – *School Committee - Voting Member*  
Earl Gabor - *Selectmen Delegate - Voting Member*  
Dave Hurton - Chairman - *Voting Member*  
Gina Nieves - *Voting Member*  
Tony Paranto - *Voting Member*  
Al Young - *Voting Member*  
Lisa Kontoes - Business Manager  
Monique Pierangeli – Superintendent

**Absent:** Ryan Collins - Principal  
Victor Waskiewicz- *Voting Member*

**Attendees:** Vince Dube - Flansburgh  
Mike Reith - Colliers  
Derek Osterman-Colliers  
Jorge Cruz-Flansburgh

**I. Call to Order:**

Mr. Hurton called the meeting to order at 6:01 p.m.

**II. Review of Previous Meeting Minutes for Approval**

**A. November 16, 2023**

Motion to approve 11/16/2023 minutes amended with the corrections of “Mr.” on page 3 under graphs to “Mr. Bell” and correcting any instances of Mr. Hurton’s name being autocorrected to “Mr. Burton”.

**Motion:** Mrs. Blythe

**Second:** Ms. Nieves

**Vote:** Yes—8 ; No—0 ; Abstain—0

**B. November 20, 2023**

Motion to approve 11/20/2023 minutes amended to correct two period punctuation errors on Item VIII, section D paragraph 3 after the word “lawsuit” and under Item X at the end of the first sentence. Included in the amendment would be the correction of any instance of Mr. Hurton’s name being autocorrected to “Mr. Burton”.

**Motion:** Mrs. Blythe

**Second:** Mr. Gabor

**Vote:** Yes—8 ; No—0 ; Abstain—0

### **C. December 4, 2023**

Motion to approve 12/4/2023 minutes amended to correct any instances of Mr. Hurton's name being autocorrected to "Mr. Burton"

**Motion:** Mrs. Blythe

**Second:** Mr. Gabor

**Vote:** Yes—8 ; No—0 ; Abstain—0

## **III. OPM Report**

### **A. Monthly OPM Report to MSBA**

#### **i. Financial Summary**

Mr. Reith explained that November's financial report has already been distributed with the exception of an update to the Budget to Actual page to include the Triumph Modular costs more clearly in the top section of the report.

During discussion, Mr. Alvas inquired about the unexpected legal fees that have been accrued during the project due to there not being a budget line allocated for this cost. Mr. Osterman explained that these costs are not reimbursable by the state and considered an ineligible cost.. Mrs. Kontoes added that this would be put on the future meeting agenda to discuss a plan to cover these expenses.

Mr. Hurton inquired about how we have been evaluating invoices and what controls are in place with respect to the actual project budget. Mrs. Kontoes clarified the process in which Colliers initially reviews the invoices prior to being sent to the Business Office to be placed on the warrant. After approval by the Committee, the invoices go through the Propay process with the MSBA. Mr. Reith added that there is additional scrutiny of invoices in the change order log.

### **B. Schedule**

#### **i. Master Schedule**

Mr. Reith updated the committee on the master schedule for January 2024:

January 3<sup>rd</sup>- Filed sub bid opening

January 17<sup>th</sup>-GC bids are due

January 31<sup>st</sup>-Construction begins

## **IV. Bid Process Update**

### **A. Addendums**

Addendum No. 1 includes findings and approvals from the planning board. Mr. Reith explained that it was the final piece of the puzzle for the permitting process. Flansburgh reviewed the attached addendum, highlighting what was included including changes to the sub bid section and walked the committee through the content.

## **B. Bid Dates**

As previously discussed, the GC bids are due on January 17, 2024 with the next Addendum planned for Tuesday, December 26, 2023. February 12, 2025 will mark the end of Phase 1 of the building project and Phase 2 will begin on February 24, 2025.

## **V. Design Team Report**

### **A. Design Team Status Update & Modular Unit Update**

Mr. Young brought it to the attention of the committee that the traffic signs that had been placed around the campus in late summer have started to lean or fall over due to the recent rain and wind storm. Mr. Cruz assured the committee that they would be reset in concrete and promptly addressed.

#### **i. Punch List Progress**

No additional items remained outstanding.

#### **ii. Change Orders**

No new change orders.

### **B. Vertical Chair Lift-Status & Schedule**

Mr. Cruz informed the committee that the chair lift is in the Delta Beckwith warehouse for one month after which it will cost \$1,500 a month to store. Mr. Young suggested that we store the unit at BHS in the gym, however, Mr. Reith explained that while the unit can be delivered, it is a “tailgate” delivery. The school district would need a forklift and be able to move it to the location of storage. Mr. Cruz assured the committee that the unit can be delivered at any time and will find out the weight of the unit. However, once the unit is delivered, any damage to the unit becomes the school’s responsibility. Mrs. Kontoes asked if we were going to purchase the Jr Beam as previously discussed for the installation of the lift. Both Colliers and Flansburgh replied that an advance order is not needed as this item (as a standard size) is readily available.

## **VI. BHS Boiler Update**

Mrs. Kontoes updated the committee on the status of the failed BHS Boilers. It was decided that the best approach moving forward would be to purchase new boilers. The cost to replace versus the cost of a rental of the units for a six month period of time is essentially the same. For the replacement of the two units, it will cost approximately 178k, in comparison to a rental for a period of six months being approximately 173k. Mrs. Kontoes reported that she consulted with both Colliers and Flansburgh on the replacement boilers and they collectively agreed that the existing bid materials should not be changed. Rather, the best approach is to work with the GC to see if the units can potentially be used in lieu of or in addition to the model included in the specs. If unable to do so, the District will look into repurposing them elsewhere in the district, potentially at WMS or within the Town. The boilers are scheduled to be replaced at BHS over the December 2023 holiday break. Mrs. Kontoes also mentioned that she is working with the town insurance company to see if there is any coverage available for the failed units despite their age.

Mr. Bell added that the town will work to see if ARPA funding is available to potentially fund the purchase of the boilers.

**VII. Approval of Warrant**

Motion to approve warrant in the amount of \$127,207.47 as presented.

**Motion:** Mrs. Blythe

**Second:** Mr. Young

**Vote:** Yes—8 ; No—0 ; Abstain—0

**VIII. Next Steps**

**A. Next SBC Meeting to be potentially held on:**

**i. Tuesday, January 16<sup>th</sup>, 2024**

It was agreed that the normally scheduled SBC Meeting would take place on the 16<sup>th</sup> of January with an additional meeting scheduled the following week on Monday, January 22<sup>nd</sup>, 2024 at 6:00pm for the review of and potential awarding of the General Contractor bid. Mrs. Kontoes will send out additional meeting invitations.

**IX. Adjournment**

Motion to adjourn at 6:37 p.m.

Motion: Mrs. Blythe

Second: Mr. Young

Vote: Yes—8 ; No—0 ; Abstain—0

Respectfully submitted,

Christina Radlo