

GREATER FALL RIVER VOCATIONAL SCHOOL DISTRICT
HOUSEBUILDING/FACILITIES SUB-COMMITTEE MINUTES
251 STONEHAVEN ROAD, FALL RIVER, MA
DISTRICT OFFICE CONFERENCE ROOM
DECEMBER 14, 2023

In attendance: Paul Jennings of Westport, Joan Menard of Fall River and Donald DiBiasio of Somerset.

Also in attendance: Brian Bentley, Superintendent-Director, Andrew Rebello, Assistant Superintendent-Principal, Gregory Brillhante, Legal Counsel and Helena Neves, Executive Secretary

Remote attendance: Maria Torres, Stacey Matos, Decio Matos and Katie Warren

The meeting began with a roll call at 5:00 p.m.

It was moved by Mr. Jennings, seconded by Ms. Menard and voted to approve the November 16, 2023 minutes and approve them, as recorded. *Mr. DiBiasio abstained.*

Mr. DiBiasio deferred to Mrs. Torres for the Community Projects update. Mrs. Torres stated that work on the current community projects is ongoing. Students in carpentry will be building a table and 2-3 cabinets for the Westport Selectmen's Office. Metal Fabrication students have finished a project for the Fall River Police Department. There has been a delay in finishing the Westport cemetery project due to having to order a switch which is expected to come in next week. Work on the Rosemary's Wish Kids Playhouse will begin soon. A student from the Business Technology Program won the design contest.

Mr. DiBiasio asked if there are any new projects. Mrs. Torres stated that she will be meeting with Mr. Dion to discuss possible projects for next year.

Mr. DiBiasio informed members that he spoke with Barry from the Somerset Recreation Department regarding some remodeling work that they need done at the Community Center. Mr. DiBiasio stated that he informed him that students will not be able to do the plumbing because it's a crawl space. Mrs. Torres stated that they will also have to test for lead before moving forward with any work.

Mr. DiBiasio began the discussion of the Housebuilding Program Agreement. He stated that it needs to be reviewed to ensure that applicants for the housebuilding program are aware of the requirements and to eliminate any confusion. Mr. Bentley stated that the copies provided to members are samples of two successful agreements used for past projects. Attorney Brillhante stated that each project is different and the agreement will need to be reviewed once the project's details and fees are agreed upon. Attorney Brillhante further stated that the language needs to be clear for future projects that if other subcontractors are on the job site, the homeowner needs to identify Diman as additionally insured on their insurance policy. Mr. Bentley suggested creating a checklist that includes the insurance requirements and fee schedule. Mrs. Torres agreed that the contract should be customized based on the scope of work.

Mrs. Torres asked for clarification of the contract language pertaining to indemnification. Mrs. Torres stated that the current housebuilding program regulations do not mention indemnification. Attorney Brillhante stated that the indemnification clause is included to protect the District but it can be negotiable. Mrs. Torres stated that the homeowner's insurance policy will cover the District if an accident occurs due to the homeowner's negligence. Attorney Brillhante stated that indemnification is separate from insurance. The homeowner will provide proof of insurance and by signing the contract they are agreeing to indemnify the District.

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Mr. DiBiasio asked if members should agree on a fixed fee of \$18,000 maximum. Mrs. Torres asked if language should be added to the regulations the fees for non-profit will be at the discretion of the committee. Mr. Jennings stated that the committee can vote to waive fees based on the individual project. Mr. Jennings further stated once a checklist is developed a person needs to be designated to make sure that things are done correctly. Attorney Brilhante stated that he will work with Mrs. Torres and Mr. Kitchen to review the agreement and will report back.

It was moved by Mr. Jennings, seconded by Ms. Menard and voted unanimously to adjourn the meeting at 5:29 PM.

Respectfully Submitted
Helena S. Neves
Helena S. Neves, Executive Secretary

Materials Included:
November 16, 2023 minutes
Community Projects List
Housebuilding Program Agreement