

**WEBSTER PUBLIC SCHOOLS**  
**SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM MARCH 19, 2024**

**Present:** Ted Avlas – *Vice Chairman Member - Voting Member*  
Earl Gabor - *Selectmen Delegate - Voting Member*  
Dave Hurton - *Chairman - Voting Member*  
Gina Nieves - *Voting Member*  
Tony Paranto - *Voting Member-Arrived at 6:15pm*  
Al Young - *Voting Member*  
Ryan Collins - *Principal*  
Lisa Kontoes - *Business Manager*  
Monique Pierangeli – *Superintendent*  
Victor Waskiewicz- *Voting Member*

**Absent:** Tim Bell - *Town Accountant - Voting Member*  
Sheila Blythe – *School Committee - Voting Member*

**Attendees:** Jorge Cruz-Flansburgh  
Mike Carroll-Colliers  
Richard LaFond-Town Administrator-*Arrived at 6:08pm*  
Mike Reith - Colliers  
Richard Armstad-Flansburgh  
Bob Brait-Brait Builders  
Andrew Minnus-Brait Builders  
Joe Naughton-Colliers

**I. Call to Order**

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

**II. General Contractor Introduction-Brait Builders**

Mr. Carroll introduced the committee to Bob Brait, Lead Project Manager, as well as Andrew Minnus, Brait's Site Superintendent.

Mr. Brait expressed his gratitude for being awarded the project and assured the committee that he and his company will continue to work hard to minimize costs and bring the project to completion on time. He and his two brothers started Brait Construction thirty years ago, mostly in the municipal sector. However, over the last fifteen years, the company had focused primarily on schools. Their company prides themselves on their projects being completed on time, on budget, and for being team players. In addition, they assured the committee that they are well-versed in phased projects within an occupied building, such as this one. They are off to a good start with the abatement process and working with multiple town departments.

Mr. Hurton welcomed them both on behalf of the committee. He expressed that he's heard nothing but positive comments from both Colliers and Flansburgh.

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

**a. February 26, 2024-Regular Session**

Motion to approve 2/26/2024 regular session minutes.

**Motion:** Mr. Gabor

**Second:** Mrs. Nieves

**Vote:** Yes—5 ; No—0 ; Abstain—1

**b. February 26, 2024-Executive Session**

Motion to approve 2/26/2024 executive session minutes but without releasing publicly at this time.

**Motion:** Mr. Avlas

**Second:** Mr. Gabor

**Vote:** Yes—6 ; No—0 ; Abstain—0

**IV. Construction Update**

Mr. Naughton, Colliers Project Manager, introduced himself officially to the committee. Mr. Naughton previously worked on the Park Avenue building project with a different company. Many within the committee expressed their excitement to be working with him again due to the thorough nature of his work and trust factor from the previous project.

Mr. Reith gave an update on progress within the project. Exterior progress include fencing and construction containment, the placement of the two trailers, topsoil stripping, tree work and utility work. Con Com came out to inspect trees around the project which could be saved, but unfortunately many were deemed beyond their healthy life and were removed as a result. Mr. Carroll also thanked Brait for the removal of the extra unhealthy trees at no additional cost or change order since they had already been on site for the initial tree removal. Mrs. Kontoes added that the remainder of the trees flagged to be pruned or taken down will take place during April break.

Mr. Reith then explained the interior updates which included the separation of utilities such as HVAC piping. Asbestos abatement had proven to be a challenge due to strict state requirements within a school building. The state did an extensive walkthrough a few weeks ago in order to get final approvals with the chair lift area and scope of work within the ceiling. While awaiting these final approvals, non hazardous abatement has been taking place. The auditorium's chairs had been removed and several wall demolitions have occurred.

Mr. Carroll explained that since then, the state has given the go ahead on the asbestos abatement in C section, along with a bit of floor tile around the chair lift in section A. The third party inspection services will be coming out in the morning to give the official clearance to begin.

Mr. Cruz updated the committee that his team is currently working on the exterior rendering and selecting finishings. As for interior designs, he will be working with the Superintendent's Office at a future date to get materials on record. Mrs. Kontoes will be adding to the upcoming agenda the need for a sub committee for design and choices. She also informed the committee of the separate electric and water meter within the construction zone which will be deducted from ongoing charges. There is a pole in place to run power to the trailer which National Grid wants to be moved. She also reported on the issue of the smell of fumes from the demolition area coming into the building, especially within the art and band room area. There is

an action plan in place to put charcoal filters over the vents as well as taping cracks in windows. Additional CO detectors will be placed in the areas of concern on March 20, 2024. While the construction machinery all have systems in place to block CO, extra precautions will be taking place. The alternative option would be to relocate those classes to another area.

Mr. Hurton inquired about the status of the chair lift. Mr. Carroll explained that the physical chair lift, plan and permit are all ready to go and in place, but they are still waiting for the installation. Brait continues to push for the company to come in, but they've had two no shows just this week. When asked at what point these delays will affect the progress on C-wing, Mr. Carroll explained that the goal would be to get it up and running before mid-April and that they are currently exploring other installers due to the delay.

Mr. Paranto brought forward a concern that there currently is not appropriate handicap parking for out at the athletic fields. The previous spots have been taken over with the project fencing and only a small space remains. Through discussion, it was determined that there would need to be a minimum of two spaces and that Mr. Cruz and his team will take a walkthrough immediately to find a solution with appropriate access.

Mrs. Kontoes then shared with the committee demolition and progress pictures which will be put on the school website for the public to be able to view.

Mr. Hurton inquired about Builder's Risk. Mr. Carroll replied that it is in place. Flansburgh had Builder's Risk recently updated to list "Town of Webster" as insured instead of "Webster School District" with 10 million in liability coverage.

## **V. Financial Update**

### **a. MSBA**

#### **i. February MSBA OPM Report**

Mr. Carroll presented the monthly financial report and explained a few new items. On page two of the report, there are two additions, one being the \$13,000 from soft cost to Flansburgh which will be discussed later in the meeting (FA Amend 04) as well as the \$30,000 which was voted on in the last meeting to cover the rebid amendment with Flansburgh (FA Amend 03). Everything else has already been previously presented. Mr. Carroll is currently working with the MSBA and Mr. Bell to fully reconcile the budget at this time. He explained that the red and green highlights on the report are what they are reviewing at the moment. Mr. Carroll also pointed out that there have been recent corrections to the cashflow sheet just prior to the meeting and he will be resending that to the committee. This is generally due to how invoices are being processed with timing of the warrants. He will continue to keep a close eye on the trends.

#### **ii. Consolidation of Funding**

Reported on in section V.a.i.

#### **iii. Status of PFA Agreement**

No updates were provided at this time.

**b. Flansburgh Amendments (3&4)**

Designer Contract Amendment 03- The amendment was presented to the committee for approval following the discussion at the February 26, 2024 SBC meeting regarding the Rebid Settlement Agreement with Flansburgh Architects, Inc in the amount of \$30,000.

Motion to approve Designer Contract Amendment 03.

**Motion:** Mr. Gabor

**Second:** Mr. Paranto

**Vote:** Yes—7; No—0; Abstain—0

Designer Contract Amendment 04- Mr. Carroll and Mr. Reith reviewed the amendment and attached documents with the committee. He explained that there are really two main categories to the amendment; one being \$52,838.50 for items that were billed as much as two years ago during the feasibility study phase. These services had been provided and required for the project, but had not been previously submitted as an amendment. Mr. Carroll has worked with Mr. Cruz and tied out these costs all to old invoices. The remainder of the amendment represents work that is already budgeted for moving forward including basic services and extra services over the basic. Mr. Carroll did explain that there is one adjustment to the budget which is for The Green Engineer. He is proposing moving \$13,000 from soft cost contingency to cover that expense. Mr. Hurton inquired about what can be done moving forward to ensure that there won't be an ongoing need to amend old contracts. Mr. Carroll ensured that they have a solid process now in place to make sure that the project is within budget with the commitments and these instances should no longer be occurring.

Motion to approve Designer Contract Amendment 04.

**Motion:** Mr. Paranto

**Second:** Mrs. Nieves

**Vote:** Yes—7; No—0; Abstain—0

**c. Colliers Amendment 3**

Mr. Carroll brought the proposed OPM Contract Amendment 03 back from the last SBC meeting which was an add service request totalling \$567,369.57. Mr. Hurton asked the committee if they had any questions in regards to the potential amendment.

Mr. Avlas made a motion to amend the proposal and reduce the add service to \$483,369.57. He explained that he came to this number by reducing item #2, the additional cost from the rebid phase from \$82,000 to \$41,000 and by eliminating item #4 in the proposal (\$43,000) to be revisited towards the end of the project.

Breakdown of Add Service Request					
	Duration	Added Resources	Added time	Subtotal	\$/mnth
1. Added Cost relate to initial bidding Delays	2 Months	\$84,000	\$61,000	\$145,000	\$72,500
2. Added cost related to Rebid Delays	2 Months	\$20,000	\$62,000	\$82,000	\$41,000
3. Added Cost related to Extending Construction****	4.5 Months	\$0	\$297,000	\$297,000	\$66,000
4. Added Cost related to Extend Close out	4 Months	\$0	\$43,000	\$43,000	\$10,750
		\$104,000	\$463,000	\$567,000	
			Actual Request	\$567,369.57	

Mr. Hurton added that he had met with Mr. Avlas, Mrs. Pierangeli, Mrs. Kotoes, Mr. Naughton and Mr. Carroll prior to this meeting and shared their concerns over the initial request. After the meeting, there was a better understanding of the details that the additional request entailed. It was through these discussions that a reduced amount was determined.

Motion to approve the reduced add service proposal of \$483,369.57.

**Motion:** Mr. Avlas

**Second:** Mr. Gabor

**Vote:** Yes—7; No—0; Abstain—0

**d. Assign Funds for:**

**i. Town Engineering Fees**

As previously discussed in the last SBC meeting, Mr. Carroll brought forward the potential estimated costs for construction inspections totalling approximately \$16,000. It has since been clarified that there does not need to be any changes to the order of conditions and that the town can send bills directly to the project. As such, Mr. Carroll made the suggestion of moving \$16,000 from the contingency line item into the permitting line item. If there were costs that would exceed the \$16,000, Mr. Carroll would bring it back to the committee for approval.

Motion to create a sub-line item for town engineering costs and to transfer \$16,000 into the permitting line item.

**Motion:** Mr. Gabor

**Second:** Mr. Young

**Vote:** Yes—7; No—0; Abstain—0

**ii. Events & Sustenance**

Mr. Carroll brought forward the suggestion of creating a sub category under the Other Project Costs line item specifically for Events & Sustenance. This came up due to the recent invoice from Panera Bread for the initial kick off meeting on January 29, 2024. He recommended that the committee dedicate \$10,000 to these potential costs which would include event costs related to the groundbreaking ceremony, ribbon cutting ceremony, or other community events.

Through discussion of appropriate allocation, a motion was made to utilize up to \$4,000 of the Other Project Costs line item for Events & Sustenance.

**Motion:** Mr. Gabor

**Second:** Mr. Young

**Vote:** Yes—7; No—0; Abstain—0

**VI. Approval of Warrants-3/14 & 3/28**

Motion to approve the 3/14/24 warrant in the amount of \$201,403.31 as presented.

**Motion:** Mr. Avlas

**Second:** Mr. Gabor

**Vote:** Yes—7 ; No—0 ; Abstain—0

Motion to approve the 3/28/24 warrant in the amount of \$1,715,001.04 as presented.

**Motion:** Mr. Gabor

**Second:** Mrs. Nieves

**Vote:** Yes—7 ; No—0 ; Abstain—0

**VII. Next Steps**

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

- i. Tuesday, April 16, 2024 at 6:00pm or**
- ii. Tuesday, April 22, 2024 at 6:00pm or**
- iii. Monday, April 29, 2024 at 6:00pm or**
- iv. Tuesday, April 30, 2024 at 6:00pm**

The next SBC Meeting will take place on Tuesday, April 22, 2024 at 6:00pm. Mrs. Kontoes will send out meeting invites.

**VIII. Adjourn**

Motion to adjourn at 7:06pm.

**Motion:** Mr. Gabor

**Second:** Mr. Young

**Vote:** Yes—7 ; No—0 ; Abstain—0

Respectfully submitted,

Christina Radlo