

**WEBSTER PUBLIC SCHOOLS**  
**SCHOOL BUILDING COMMITTEE MONDAY, 6:00 PM APRIL 22, 2024**

**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*  
Victor Waskiewicz- *Voting Member*  
Al Young - *Voting Member*  
Ryan Collins - *Principal*  
Lisa Kontoes - *Business Manager*  
Monique Pierangeli – *Superintendent*

**Absent:**

**Attendees:** Jorge Cruz-Flansburgh  
Mike Carroll-Colliers  
Richard LaFond-Town Administrator  
Mike Reith - Colliers  
Richard Armstad-Flansburgh

**I. Call to Order**

Mr. Hurton called the meeting to order at 6:00 pm. He also took a moment to thank all of those involved in a successful groundbreaking ceremony on Monday, April 8, 2024.

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

- a. March 19, 2024 - Regular Session  
Motion to approve 3/19/2024 meeting minutes.

**Motion:** Mr. Paranto

**Second:** Mrs. Nieves

**Vote:** Yes—7 ; No—0 ; Abstain—2

**III. OPM Report**

- a. MSBA Report  
Mr. Carroll presented the standard progress report as of the end of March, 2024. He continues to work with the MSBA to align their budget with ours to include the remaining funds from the PAE building project as well as the capital budget. When questioned about the normalcy of such a delay, Mr. Carroll assured that it's simply not a typical situation for the MSBA, but either way it will not affect the project. It would only make bookkeeping a lot easier on this end. At this time, \$12.2 million worth of invoices have been received and submitted.

Mr. Carroll also made the committee aware that the project participates in MBE/WBE which is an analysis of workforce participation for minorities and women. Both Flansburgh and the General Contractor employ above the recommended percentage of both groups. These are not requirements, but goals.

Mr. Carroll briefly walked the committee through March 2024 total construction budget submitted to the MSBA of \$1.7 million which included the previous add service, legal fees, OPM items, advertising, permitting, architecture and engineering. In addition, the expenses for the modulars and other project costs add up to a grand total of \$1,981,057 expended this period.

Lastly, Mr. Carroll briefly reviewed the general schedule. The project is currently in the construction phase and will be in Phase 1 for the next year. During the summer, he will be looking at taking advantage of opportunities in which the students are not on campus for additional work to be completed.

b. Financial

i. Commitments

1) Flansburgh Architects-Amendment 5

Mr. Carroll brought forward Amendment 5, which includes several items that had been previously discussed and which the committee had wanted further clarification on.

Mr. Cruz explained that Amendment 5 is made up of three items:

**-Irrigation and Water Resource Consulting Services-**The irrigation design for the fields was reduced from \$10,800 down to \$7,200 as it only includes the design and document costs. The construction administration cost already comes out of Other Basic Services.

**-Modular Classroom Design and Construction Administration Services-**negotiated down to \$25,000.

**-Printing for Planning Board, Contractor, Architect, and OPM-**Only three sets of Contract Document prints had been requested by the GC, which has allowed for additional savings.

In addition to the proposed Amendment 5, Mr. Cruz brought forward three potential add service requests for the committee to review:

**Bollard/Drop off Redesign-**This proposal would revise the bollard/drop off areas. The bollards are a plowing hazard and the proposal for the total removal of the bollards from the project was discussed. This redesign would entail a landscape architect and Flansburgh architect services to total \$4,900.

**Auditorium Vertical Lift Redesign-** This proposal would eliminate the original design of an auditorium stair and stair lift and instead include a vertical lift in a redesign. Mr. Cruz explained to the committee that the building inspector felt as though a

vertical lift was needed for better accessibility. The process would require a structural engineer, an electrical engineer and a fire protection engineer to make the change. A sprinkler system and phone would also need to be added. In addition, architect hours of work were allocated to coordinate and prepare documents, all together totalling an additional cost of \$17,500.

**EV Charger Redesign-** This proposal would be to redistribute the EV chargers to three separate locations on site instead of the initial one location. With the current design, the least expensive option had been decided upon, all EV stations in one location with one set of electric conduits. This recommendation would spread the stations out to three locations with three electric conduits. While initially more expensive, this would save money in the long run as more EV stations may be needed in the future. It is much easier to run electric conduits now instead of digging up grounds in the future after the project has already been completed. The redesign would require a landscape architect, an electrical engineer, and additional architect services for a total of \$8,500.

Mr. Carroll explained to the committee that all three of these add service requests were not recommended for approval by Colliers, however, they wanted to give Flansburgh the opportunity to present them to the Committee to decide if the services are justified to be voted upon. It was Collier's opinion that many of these proposals should have been addressed earlier in the project. In terms of the bollard redesign, Mr. Carroll did mention that it will be a cost savings to the overall project. However, Colliers did not make a recommendation for the lift redesign as they do not believe it meets code. Until it can be verified to be up to code, they will not do so.

Many in the committee expressed concerns that these redesigns had already been put into action by Flansburgh and that drawings and redesigns had already occurred, which incurred additional costs whether or not the committee agreed to the proposed changes. The committee expressed their desire to have estimated costs brought to them for approval prior to any work on potential changes to the project.

Mr. Cruz explained to the committee that all of these are driven redesigns and that the committee had voted to go out to bid with the initial drawings as they were despite the need for changes. Consultants are looking to be paid for their work on these three proposals. In the future, Flansburgh will put together proposals for their drawings, however, they cannot get an estimate from contractors without those drawings, so an accurate price will be difficult to determine. In regards to the lift redesign, Mr. Cruz is working with the MAAB for advisory information.

Following discussion, Mr. Hurton sought a motion to approve the original proposed Amendment 5 at this time without the newly proposed add services. The add services will be brought back to a future SBC meeting as an additional proposed amendment.

**Motion:** Mr. Gabor

**Second:** Mrs. Blythe

**Vote:** Yes—9; No—0; Abstain—0

2) CHA/Town of Webster (clarification)

In the previous SBC meeting, the committee voted for town engineering services with payments being made directly to the consultant CHA. However, since this prior discussion, Mrs. Kontoes has spoken with Ann Morgan, Webster Director of Planning & Economic Development. As a result of the MGL Chapter 44, Section 53G, how CHA is paid will have to be changed moving forward. The committee will be paying the Town of Webster, who in turn will pay CHA directly. Going forward, payments will follow this process. One previous payment has already been made, but the committee isn't being asked to go back and correct it.

ii. Budget to Actuals

Mr. Carroll briefly reviewed the current cash flows. The current projected costs of the project up to this point in time is \$15.2 million, but the actual costs as of March 31, 2024 was \$12.2 million. Currently, the overall project is coming in under budget as well as OPM services. Mr. Carroll will continue to monitor.

Mrs. Kontoes added that after each SBC meeting, she submits invoices directly to the MSBA for reimbursement..

c. Schedule

Mr. Carroll touched base on the overall detailed schedule from the GC. The master schedule is reviewed once a month and includes a three week look ahead as well as a review of the week prior to ensure that nothing is being pushed out continuously. Each week, there is an OAC meeting on Tuesday mornings in which items are reviewed in detail with the design team and any other agencies as needed. Mrs. Kontoes, Mr. Young and Mr. Collins are normally in attendance as well to keep everyone in the loop.

#### **IV. Design/Construction Update**

- a. Construction Update- Mr. Armistead provided an update to the committee. Site work continues off of Poland Street, including manhole installation and drainage. Infiltration systems #4 & #5 have been completed. The auditorium and the bandroom are completely removed, basically a shell. Excavation and the laying of the foundation of the new loading dock is occurring off the old bandroom. The basement, interior walls, lockers and back staircase have been demolished. Saw cutting has started for under slab utilities. On the first floor, interior partitions

have been demolished, floors abated, and overhead ductwork and lighting removed. The same has started on the second floor.

Mrs. Kontoes added that there was a recent fire alarm and evacuation during school hours. There had been a GFI issue in section C which created a surge within the building. A resistor has since been installed on the panel and there is no longer an issue. She explained that a planned drill is in the process of being scheduled. She also informed the committee that an application for the new kitchen has been submitted to the board of health.

- b. Vertical Lift Update-The temporary chairlift has been inspected and staff have received training on its use. The old elevator has been decommissioned.
- c. Abatement-Most of the exterior windows, the first floor, the basement, as well as most of the second floor have been abated in section C. There has been no abatement of the roof done yet.
- d. Color Selection Sub-Committee- The need for the formation of the Color Selection Sub-Committee was discussed. Ideally, the committee would be made up of Building Committee members as well as staff at BHS. Mr. Cruz stressed the importance of having this committee up and running quickly. Vendors should be ready to present within the next few weeks with samples. It was decided that the subcommittee would meet either weekly or bi-weekly within a 6-8 week timeframe to make selections. Mr. Cruz also suggested that while the committee could choose to focus solely on section C, it would be better to select for the entirety of the interior at one time.

Prior to moving onto the next discussion item, Mrs. Kontoes asked for clarification on color design and why it wasn't in the original contract. Mr. Cruz explained to the committee that Flansburgh does provide color services, but when the selection committee meets, they are presented with actual colors for the walls, fabrics, chairs, and other furnishings to give the committee a better picture of the final product. This is not a part of the standard process and is always an additional service.

Mr. Hurton sought a motion to approve the Color Selection Sub-Committee consisting of the following members: Two BHS staff members, BHS Principal, two Building Committee members, the Superintendent, and the Business Manager. Mr. Young and Mrs. Blythe volunteered to be on the subcommittee.

**Motion:** Mrs. Nieves

**Second:** Mr. Gabor

**Vote:** Yes—9; No—0; Abstain—0

- e. FFE Update- The preliminary FFE meeting has occurred and a second meeting is in the process of being scheduled. Mr. Cruz explained that if the district is seeking all new furniture, it will unfortunately be very expensive. Mr. Carroll explained that not only is the focus on furniture, fixtures and equipment, but technology as well. Mr. Cruz added that the IT budget is complete and will be released tomorrow.

**V. Approval of Warrant**

Motion to approve the 4/25/24 warrant in the amount of \$1,407,184.86.

**Motion:** Mr. Gabor

**Second:** Mrs. Blythe

**Vote:** Yes—9; No—0 ; Abstain—0

**VI. Next Steps**

a. Next SBC meeting to be held on:

i. Tuesday, May 21, 2024

**VII. Adjourn**

Motion to adjourn at 7:16 pm.

**Motion:** Mrs. Blythe

**Second:** Mr. Young

**Vote:** Yes—9 ; No—0 ; Abstain—0

Respectfully submitted,

Christina Radlo