

WEBSTER PUBLIC SCHOOLS

SCHOOL BUILDING COMMITTEE TUESDAY, 6:00 PM DECEMBER 2, 2025

Present: Ted Avlas – *Vice Chairman Member - Voting Member*
 Tim Bell - Town Accountant
 Sheila Blythe – *Voting Member*
 Earl Gabor - *Selectmen Delegate - Voting Member-Arrived at 6:05pm*
 Dave Hurton - Chairman - *Voting Member*
 Gina Nieves - *Voting Member*
 Tony Paranto - *Voting Member*
 Victor Waskiewicz- *Voting Member*
 Lisa Kontoes - Business Manager
 Monique Pierangeli - Superintendent

Absent: Nick Adamopolis-*School Committee-Voting Member*
 Al Young - *Voting Member*

Attendees: Christina Mulligan-Colliers
 Richard Armitstead-Flansburgh
 Jorge Cruz-Flansburgh

I. Call to Order

Mr. Hurton called the meeting to order at 6:03pm via Zoom in accordance with Governor Baker’s Order Suspending Certain Provisions of the Open Meeting Law, G.L. S30A, S20, now extended through June 30, 2027.

II. Review of Previous Meeting Minutes for Approval

a. November 4, 2025-Regular Session

Mr. Hurton entertained a motion to approve the 11/4/2025 meeting minutes as presented.

Motion: Mr. Paranto

Second: Mrs. Nieves

Vote: Yes—6 ; No—0 ; Abstain—0

III. OPM Report

a. Financial/Schedule Update

Budget Summary -Mrs. Mulligan began discussion with a review of the current project contingency as seen below. She reminded the Committee that at the last SBC meeting, she mentioned that the Working Group would be doing a deep dive on any potential risks, which were all captured in these numbers.

70 Project Contingency				Current Contingency	Potential Risk	Potential Contingency
Construction Contingency (Hard Cost)	\$4,000,000	-\$1,439,488	\$2,560,512	\$2,560,512	-\$908,691	\$1,651,821
Owner's Contingency (Soft Cost)	\$2,000,000	-\$1,568,758	\$431,242	\$431,242	-\$177,371	\$253,871
Subtotal	\$6,000,000	-\$3,008,246	\$2,991,754	\$2,991,754	-\$1,086,062	\$1,905,692

Committed costs-This month’s committed costs include Project dog for the FFE public bidding service, Brait CO 22, and Local IQ for FFE bid posting in the local paper.

Project Dog	\$750.00	10/7/2025	12/02/25	2372	40-200	0103-0000	For Bidding FFE - Furniture and Equipment (ProjectDog #2372)
Brait Builders	\$113,056.19	10/29/2025	12/02/25	BB CO#22	20-800	0508-0000	BB CO 22
Local IQ	\$243.88	10/31/2025	01/06/26	0007385606	40-200	0103-0000	Advertisement of FFE Bid Posting

Budget Adjustments- Brait Change Order #22

To Const Change Order from Const Cont	\$113,056.19	12/02/25	20-800	To Cover BB CO 22
From Const Cont to Const Change Order	(\$113,056.19)	12/02/25	70-000	To Cover BB CO 22

Invoices-Mrs. Mulligan shared the invoices that make up this month's warrant to be voted on later in the meeting. She did note that the Project Dog invoice did not make it on the 12/4/2025 warrant and would instead be included next [month](#). Mr. Hurton questioned both Colliers and Flansburgh about their recent invoices and if those are in line with the original budget for those costs. Mrs. Mulligan explained that the Flansburgh invoice remains the same, however, Colliers appears to be larger due to the inclusion of the 3rd party testing services from Yankee, as seen below. Mr. Cruz also made the Committee aware that with the Phase I closeout occurring, the December 2025 Flansburgh bill will reflect an increase.

\$2,284,624.27 Brait Builders	22	11/21/25	12/02/25	20-200	0502-0000	Nov 2025 - GC Req 22
\$85,769.00 Flansburgh Associates	0033838	10/31/25	12/02/25	30-160	0201-0700	Oct 2025 Services - CA
\$79,043.50 Colliers Project Leaders	0001112270	11/06/25	12/02/25	40-050	0102-0700	Oct 2025 Services - CA
\$22,750.00 Colliers Project Leaders	0001112270	11/06/25	12/02/25	40-700	0602-0000	Sept & Oct 2023 - 3rd Party Testing (Yankee Invoice 34504 & 34667)
\$42,500.00 Triumph Modular	41625	11/01/25	12/02/25	40-751	0603-0000	Oct 2025 Lease 27 for Modulares
\$243.88 Local IQ	0007385606	10/31/25	01/06/25	40-200	0103-0000	Advertisement of FFE Bid Posting
\$750.00 Project Dog, Inc.	23125	11/03/25	12/02/25	40-200	0103-0000	Project Dog Invoice 23125 FFE Bid Posting

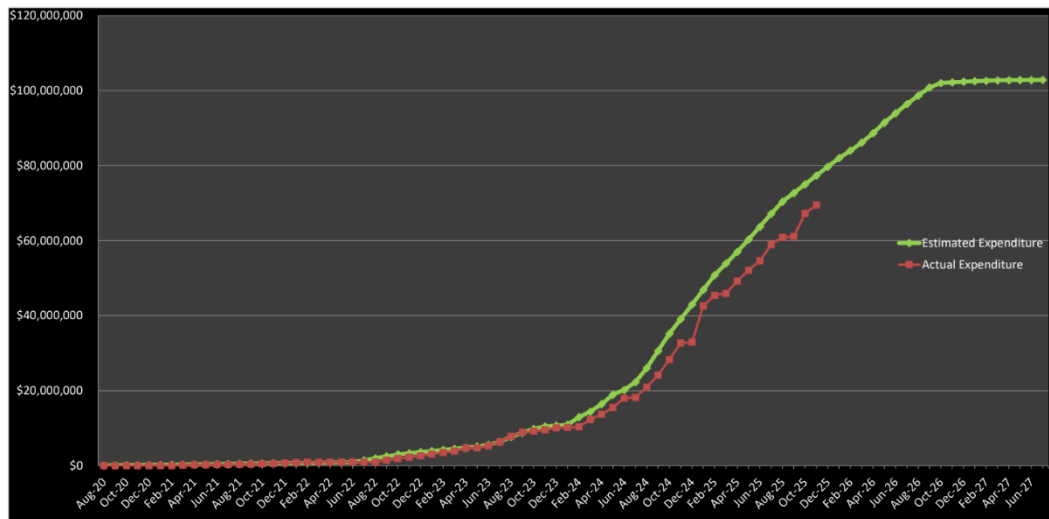
Forecasted costs-See below:

VENDOR	AMOUNT	FORECASTED DATE	SIGNED/ RETURN DATE	ENCUM (PO)	CODE	Notes
Forecasted PCO Cost from the PCO Log (Hard Cost)	\$908,690.79	11/25/2025			20-800	Forecast Pulled from the PCO Log
FA - F&O Window Lintel Monitoring - Area A	\$40,000.00	7/30/2025			30-300	FA - F&O Window Lintel Monitoring - Area A (ROM)
FA - Add Service Proposal	\$29,570.00	12/1/2025			30-200	FA - Misc Add Service Amendment (outlets/data)
FA - FFE Proposal - Site Person	\$87,450.00	9/15/2025			40-400	FA - Stefura FFE Site Person for Deliveries
FA - Misc. Add Service Proposals	\$31,900.00	11/24/2025			30-200	FA - Misc Add Service Proposals

PCO Log-Mrs. Mulligan shared the current PCO log with the Committee and reminded them that the Working Group recently had a deep dive chat about the contingency and whatever numbers they could capture for any potential risk.

Cash Flow- Mrs. Mulligan shared the most recent cash flow of estimated vs. actual expenses as well as the associated chart. At this time, construction is 68% complete.

Month		OPM	Designer & Consultants	FF&E & Misc	Construction	Contingency	Estimated Outlay	Actual outlay	Est Cum	Act Cum
47	Jun-24	\$71,498	\$100,000	\$40,000	\$938,174	\$100,000	\$1,249,672	\$2,457,454	\$20,196,565	\$17,978,493
48	Jul-24	\$67,577	\$100,000	\$40,000	\$1,715,228	\$175,000	\$2,097,805	\$211,435	\$22,294,370	\$18,189,927
49	Aug-24	\$67,577	\$100,000	\$40,000	\$3,365,295	\$175,000	\$3,747,873	\$2,733,197	\$26,042,243	\$20,923,125
50	Sep-24	\$67,577	\$100,000	\$40,000	\$4,166,725	\$175,000	\$4,549,302	\$3,197,031	\$30,591,545	\$24,120,155
51	Oct-24	\$67,577	\$100,000	\$40,000	\$4,226,145	\$175,000	\$4,608,722	\$4,174,166	\$35,200,267	\$28,294,321
52	Nov-24	\$67,577	\$100,000	\$40,000	\$3,457,755	\$200,000	\$3,865,332	\$4,403,749	\$39,065,599	\$32,698,070
53	Dec-24	\$67,577	\$100,000	\$40,000	\$3,457,755	\$250,000	\$3,915,332	\$230,321	\$42,980,931	\$32,928,391
54	Jan-25	\$70,281	\$100,000	\$40,000	\$3,457,755	\$250,000	\$3,918,036	\$9,655,971	\$46,898,968	\$42,584,363
55	Feb-25	\$70,281	\$100,000	\$40,000	\$3,457,755	\$250,000	\$3,918,036	\$2,841,269	\$50,817,004	\$45,425,632
56	Mar-25	\$70,281	\$100,000	\$40,000	\$2,689,365	\$200,000	\$3,099,646	\$512,824	\$53,916,650	\$45,938,456
57	Apr-25	\$70,281	\$100,000	\$40,000	\$2,689,365	\$200,000	\$3,099,646	\$3,263,622	\$57,016,296	\$49,202,078
58	May-25	\$70,281	\$100,000	\$250,000	\$2,689,365	\$175,000	\$3,284,646	\$2,899,649	\$60,300,943	\$52,101,727
59	Jun-25	\$70,281	\$100,000	\$400,000	\$2,689,365	\$175,000	\$3,434,646	\$2,519,953	\$63,735,589	\$54,621,680
60	Jul-25	\$70,281	\$100,000	\$400,000	\$2,689,365	\$175,000	\$3,434,646	\$4,326,015	\$67,170,235	\$58,947,695
61	Aug-25	\$70,281	\$100,000	\$250,000	\$2,689,365	\$150,000	\$3,259,646	\$1,931,646	\$70,429,881	\$60,879,340
62	Sep-25	\$70,281	\$100,000	\$40,000	\$1,920,975	\$150,000	\$2,281,256	\$266,521	\$72,711,138	\$61,145,861
63	Oct-25	\$70,281	\$100,000	\$40,000	\$1,920,975	\$200,000	\$2,331,256	\$6,130,585	\$75,042,394	\$67,276,447
64	Nov-25	\$70,281	\$100,000	\$40,000	\$1,920,975	\$200,000	\$2,331,256	\$2,222,207	\$77,373,650	\$69,498,654



Schedule-Mrs. Mulligan briefly reviewed the Phase II schedule, mentioning that there have been positive discussions about furniture and equipment, with bids coming in under budget. She also mentioned that a lot of MEP (mechanical, electrical, and plumbing) work has been installed, walls are being boarded up on the second floor, and rooms are being framed out.

b. Working Group Update & Recommendations

i. Hard Cost Commitments

a. New Construction Change Orders-OCO #22

Mrs. Mulligan shared the PCOs that make up CO #22 for a total of \$83,068.19. She mentioned that as a team, the accelerated schedule PCO that was discussed at the last SBC meeting has been pulled. She also pointed out the zero cost change order included for the auditorium substantial completion as discussed in the previous meeting as a means to update the contract.

Mr. Hurton entertained a motion to approve OCO #22 as presented.

Motion: Mrs. Blythe

Second: Mrs. Nieves

Vote: Yes—7; No—0; Abstain—0

ii. Soft Cost Commitments

a. Project Dog- Project Dog is an online host service that posts public bids and was used for the FFE procurement process. No budget adjustments needed to be made as this was already factored in to use this type of standard service within the total project cost.

Mr. Hurton entertained a motion to approve the commitment to Project Dog in the amount of \$750.

Motion: Mrs. Blythe

Second: Mr. Gabor

Vote: Yes—7; No—0; Abstain—0

Mr. Hurton also entertained a motion for the previously discussed commitment to Local IQ for the amount of \$243.88 for the advertisement for FFE bids in the local paper.

Motion: Mrs. Blythe

Second: Mrs. Nieves

Vote: Yes—7; No—0; Abstain—0

- IV. FFE Update-**Mr. Cruz provided an update to the Committee on the recent FFE bidding process. There were responses from 13 vendors which have all been reviewed. Consultants put together documentation for purchase with the final bid total coming back under budget at \$1,088,382. This leaves a balance of \$110,980. Mrs. Mulligan presented a potential voting item to reallocate the budget within the same budget bucket as shown below. This would allow for purchase orders to be processed for the FFE purchases and for the project budget and the district's general ledger software to be readjusted and aligned. As mentioned previously, technology expenses came in under budget, allowing for those funds to be reallocated and used for FFE purchases.

FFE Overall Target Budget:	CURRENT	REVISED
Furniture, Fixtures and Equipment	\$890,000.00	\$1,090,000.00
Technology	\$712,000.00	\$512,000.00
Subtotal of Budget	\$1,602,000.00	\$1,602,000.00

Mr. Hurton entertained a motion to reallocate the budget as present.

Motion: Mrs. Blythe

Second: Mrs. Nieves

Vote: Yes—7; No—0; Abstain—0

V. MSBA Updates

- a. Change Order Log-Mrs. Mulligan shared the recent communication from the MSBA in regards to the review of Change Orders #12-14. As mentioned at the last SBC meeting, the project is nearing its reimbursement cap and is currently at 98%. By the next Change Order cycle, it is likely the project will meet that cap. The Committee inquired about PFA 3, of which a draft had been received and discussed at the last SBC meeting. Mrs. Mulligan explained that they continue to work with the MSBA, but they do not yet have a revised draft to share.

- VI. Time Capsule/Dedication Plaque-**In continuation of previous SBC meeting discussions about the discovered timecapsule and the original building's cornerstone, Mrs. Mulligan was looking for confirmation and agreement from the Committee for the new placement of the timecapsule. The Committee was in agreement that the time capsule should be placed in the presented location which would be in the BHS Principal's office in an accessible wall panel. This spot will also be located behind the external original cornerstone plaque and the new dedication plaque. A small sign would be placed within the cavity to indicate information about the timecapsule and would be updated when a potential new timecapsule is placed inside. The draft of the

dedication plaque for the current renovation project was also presented and potential changes and additions were discussed including member names, titles, and layout. Mr. Cruz explained that they will do revisions which will be brought back again as a draft and also mentioned the possibility of restoring the original plaque.

- VII. Design/Construction Update-**Mr. Cruz provided an update to the Committee. There have been 861 submittals to date with 2 open, 555 RFIs with 3 open, and the current pay application puts the project at 73.5% complete financially. There is approximately \$275,000 held against any open Phase I punchlist items. Mr. Armitstead reviewed recent progress photos with the Committee. This included the building being near 100% closed in and winterized. All framing is in place, the majority of drywall is finished on the second floor with prepping for paint. Windows, air barriers and water proofing are installed in preparation for the external metal panelling. Interior finishes will be installed in approximately 2-3 weeks, including floor tiling.
- Mr. Hurton asked Mr. Cruz about the schedule and the likelihood that the project is still on track for the shift to Phase III over February 2025 school vacation. Mr. Cruz explained that the exterior wall repair that has been previously discussed continues to take longer than expected with issues getting air clearances and for the mason to arrive to put up brick. Instead, the focus has shifted to getting the first and second floors completed before moving back onto the wall. It is hopeful that with long weekends of additional work that the transition over February 2025 break can occur, but Mr. Cruz feels that it is definitely not guaranteed at this point. Mrs. Pierangeli noted that if there isn't a level of confidence in January, they will approach the issue immediately. The District will not be left in the same position as it was during the transition from Phase I to Phase II.

VIII. Warrant

Motion to approve the 12/4/2025 warrant in the amount of \$2,514,930.65 as presented.

Motion: Mrs. Blythe

Second: Mrs. Nieves

Vote: Yes—7 ; No—0 ; Abstain—0

IX. Next Steps

a. Next SBC Meeting to be held on Tuesday, January 6, 2026 @ 6:00PM.

Additionally, a potential site walkthrough may occur prior to the meeting. More information on time and schedule TBD.

X. Adjourn

Mr. Hurton entertained a motion to adjourn at 6:48pm.

Motion: Mrs. Blythe

Second: Mr. Gabor

Vote: Yes—7 ; No—0 ; Abstain—0

Respectfully submitted,

Christina Radlo