

TOWN OF WESTFORD
TOWN MANAGER
TOWN HALL
55 Main Street
WESTFORD, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

September 30, 2024

Maria Caprigno, MPA, MEd, MSBA Project Coordinator
Massachusetts School Building Authority
40 Broad Street, Fifth Floor
Boston, Massachusetts 02109

Dear Maria:

In accordance with 963 CMR 2.00, attached for your review and approval is the membership of the School Building Committee for the Colonel John Robinson Elementary School located in the Town of Westford. The Committee was formed in accordance with the provisions of all applicable statutes, local charters, by-laws and agreements of the Town of Westford. Committee Members include the following:

(Please provide name, title, address and phone number of each member, and indicate who the Chair of the School Building Committee is. Also, please indicate whether the member has voting power. Some categories may have more than one name. All members must be included)

Designation	Name and Title	Address	Email Address and Phone Number	Voting Member?
SBC member who is MCPPO certified*	Kristen Las, Town Manager The Committee has not met, therefore, there is no Chair named at this time.	Town Manager's Office, 55 Main Street, Westford, MA 01886	klas@westfordma.gov (978) 692-5501	Yes
Local Chief Executive Officer	G. Thomas Clay, Select Board Vice Chair	Select Board, 55 Main Street, Westford MA 01886	tclay@westfordma.gov (978) 692-5501	Yes
	John Cunningham Select Board Member	Select Board, 55 Main Street	jcunningham@westfordma.gov	No

		Westford, MA 01886		
Administrator or Manager**	Kristen Las, Town Manager	Town Manager's Office, 55 Main Street, Westford, MA 01886	klas@westfordm a.gov (978) 692-5501	Yes
School Committee Member (minimum of one)	Valery Young, Westford School Committee	Westford Public Schools Central Office, 23 Depot Street, Westford, MA 01886	vyoung@westfor dk12.us (978) 692-5560	Yes
Superintendent of Schools	Chris Chew, Superintendent of Schools	Westford Public Schools Central Office, 23 Depot Street, Westford, MA 01886	cchew@westford k12.us (978) 692-5560	Yes
Local Official responsible for Building Maintenance	Jeff Goodwin, Director of Facilities	Facilities Department, 23 Depot Street, Westford, MA 01886	jgoodwin@westf ordma.gov (978) 692-5560	Yes
Representative of Office authorized by law to construct school buildings	G. Thomas Clay, Select Board Vice Chair	Select Board, 55 Main Street, Westford, MA 01886	tclay@westford ma.gov (978) 692-5501	No
School Principal	Kevin LaCoste Robinson School Principal	Robinson Elementary School, 60 Concord Road, Westford, MA 01886	klacoste@westfo rdk12.us (978) 692-5586	Yes
Member knowledgeable in educational mission and function of facility	Chris Chew Superintendent of Schools Kevin LaCoste Robinson School Principal	Westford Public Schools, Central Office, 23 Depot Street, Westford, MA 01886 Robinson Elementary School, 60 Concord Road, Westford, MA 01886	cchew@westford k12.us (978) 692-5560	Yes Yes
Local budget official or member of local finance Committee	Jonathon Leffers, Finance Committee Member	Finance Committee 55 Main Street, Westford, MA 01886	jleffers@westfor dma.gov (978) 692-5501	Yes

Members of community with architecture, engineering and/or construction experience	Michael Padden, Permanent Town Building Committee Member	Permanent Town Building Committee 55 Main Street, Westford, MA 01886	mpadden@westfordma.gov (978) 692-5501	Yes
Other: Please provide brief background info/expertise	Thomas Wimberg Alternate Member to Permanent Town Building Committee Seat	Permanent Town Building Committee 55 Main Street Westford, MA 01886	twimberg@westfordma.gov (978)-692-5501	Yes
	Allison Cammarata Resident-at-large District Administrator for Shawsheen Valley Tech School District Masters in Education Administration	55 Main Street, Westford, MA 01886	acammarata@westfordma.gov	Yes
	Lindsay Richard Resident-at-large Real Estate Developer for non profits and public charter schools. expertise in Chapter 149 public construction law	55 Main Street, Westford, MA 01886	lrichard@westfordma.gov	Yes
	Stephen Taylor Resident-at-large 18+ years experience with public and school building projects	55 Main Street, Westford, MA 01886	staylor@westfordma.gov	Yes

Listed below is the past performance of the school building committee, the building committee (temporary or permanent), or any other committee responsible for oversight, management, or administration of the construction of public buildings and its individual members:

Blanchard Middle School Roof Project

The Town is finishing construction of the Blanchard Middle School Roof, which is an MSBA accelerated repair program. The budget for the project is \$6.4M. All indications are that the project is going to be completed under budget. The planning for this project began in 2022.

J.V. Fletcher Library Renovation

The library expansion will make the building 50 percent larger. Specifically, the current building has 22,456 square feet, and was constructed in 1895, with renovations in 1963, 1969, and 1988. The expansion will increase the space to 35,159 square feet.

<https://westfordlibrary.org/library-building-project-history/>

Central Fire Station

The feasibility study for a new fire station, completed by the architectural firm Dore & Whittier Architects, started in 2014 and at the March 2015 Annual Town Meeting voters approved funds to complete the design and construction of a new Center Fire Station to be located on Boston Road.

Context Architecture, formally Donham & Sweeney, completed the design of the new building in August of 2016. The Fire Station design is for a 19,572 square foot two story building that includes five apparatus bays, a 50-person training room, office and meeting room space on the first floor and dormitory rooms, kitchen, break room and fitness center on the second floor.

The estimated construction cost for the schematic design was \$8.7M. After a site plan review, the project received approval from the Westford Planning Board in January 2017. On May 31, 2017, the PTBC recommended that the Board of Selectmen award the construction contract to Castagna Corporation of Newburyport, MA for a total bid amount of \$8,767,000. Construction began in August and was completed in the fall of 2018.

<https://www.westfordma.gov/1047/Central-Fire-Station>

Roudenbush Historic Rehabilitation

<https://www.westfordma.gov/1056/Roudenbush-Historic-Rehabilitation>

Combined Dispatch

Voters approved funds, at March 2015 Annual Town Meeting, to complete the design and construction of a Combined Dispatch Center at the Police Station. The new center was constructed within the 1,200 square foot existing training room in the Police Department and will include four workstations for dispatch staff, a separate office for the dispatch supervisor, and a separate break room.

Cameron Senior Center Renovation

The feasibility study for this project was funded at Town Meeting in 2004. The Renovation Project for the Senior Center began with a ground breaking ceremony in 2009.

The project added an 8,000 square foot addition on the end of the building which includes:

Activity rooms

Commercial kitchen

New bathrooms

New library

New multi-purpose room

Office space

Several existing mechanical and electrical system were updated.

<https://www.westfordma.gov/641/Cameron-Senior-Center-Renovation>

Town Hall Renovation

The renovation project for Town Hall began November 2, 2009. Employees moved back into Town Hall and opened for business December 23, 2010.

<https://www.westfordma.gov/570/Town-Hall-Renovation>

After approval of this committee by the Authority, the (City, Town or Regional School District) will notify the Authority in writing within 20 calendar days of any changes to the membership or the duties of said committee.

Sincerely,
Kristen D. Las
Town Manager

Authorized Signature for the City, Town, or Regional School District

<i>Anne Hudson</i>	10/24/2024
Approved by MSBA	Date

* Please attach the certification from the Office of the Inspector General demonstrating completion of the MCPPO Program.

** "Administrator or Manager" refers to a Town Administrator, Town Manager, or to an equivalent position.