

MEETING MINUTES

Project: Manchester Memorial Elementary School
 Subject: School Building Committee Meeting
 Location: Zoom
 Distribution: Attendees, Project File

Project No: MP17-114
 Meeting Date: 10/25/2022
 Time: 6:00 PM
 Prepared By: A.Place

Present	Name	Affiliation	Present	Name	Affiliation
✓	Shannon Erdmann *	SBC Co-Chair		Jim LaPosta	JCJ
✓	Ann Cameron *	SBC Co-Chair	✓	Alicia Caritano	JCJ
✓	Pam Beaudoin *	Superintendent		Lauren Braren	JCJ
✓	Avi Urbas *	Dir. of Fin. & Ops		Emily Czarnecki	JCJ
✓	Alva Ingaharro *	Essex	✓	Dustin Lombardi	JCJ
	John Willis *	Principal MMES		Mike Burton	DWMP
	Jason Waldron	Dir. of Facilities	✓	Christina Dell Angelo	DWMP
	Andy Oldeman *	Man. Fin. Comm.		Rachel Rincon	DWMP
✓	Tyler Virden *	Essex	✓	Aidan Place	DWMP
✓	Lisa O'Donnell *	Essex		Jon Rich	WT Rich
✓	Remko Breuker *	Manchester	✓	Alex Corbett	WT Rich
	Adam Zaiger *	Manchester		Brian Paradee	WT Rich
✓	George Scharfe *	Manchester			
	Gordon Brewster *	Manchester			
✓	Charlie Hay *	Essex			
	Sarah Creighton *	Manchester			
	Maggie Tomaiolo *	Essex			
✓	Jake Foster *	Essex			
	Chris Reed	SBC			
	Theresa Whitman	SBC			

* SBC Voting Member

Item No.	Description	Action
86.1	Call to Order: 6:03 pm meeting was called to order by SBC Co-Chair A. Cameron with 11 of 17 voting members in attendance.	Record
86.2	Previous Topics & Approval of September 13, 2022 Meeting Minutes: A motion to approve the 9/13/22 meeting minutes as submitted made by G. Scharfe and seconded by A. Ingaharro. Discussion: None. Abstentions: C. Hay. Motion passes, minutes approved.	Record
86.3	<p>Construction Update:</p> <ul style="list-style-type: none"> ➤ A. Corbett starts off by saying they are still on the grounds and in the next couple weeks will be replacing shrubs and trees. They are still under landscaping warranty so the landscaper will be out replacing them. Also, there will be regrading going on due to the strict flood plan and flood storage capacity are to maintain, which is part of the order of conditions. Specifically regrading slopes in the back by the playground area. ➤ A. Cameron asks about conservation commission and costs related to that. A. Corbett says the only cost that may still be prevalent is costs related to signage. A. Cameron follows up asking what kind of signs. A. Corbett responds saying they are signs for identifying buffer zones. ➤ A. Ingaharro asks if residents have to put signs up. D. Lombardi responds saying the residents do not have to put signs up. Signage requirements have been approved and are scheduled to be purchased by the town. 	Record
86.4	<p>Invoices and Commitments for Approval:</p> <p>C. Dell Angelo starts by going over the various invoices below. Explains the NGRID invoices being from when W.T. Rich was using the school meters with their subcontractors. Within the budget \$100,000 was carried for utility fees and only spent \$20,000 to date, giving a remaining balance of about \$79,595. That bucket of money covers the NGRID Invoices listed below.</p> <ul style="list-style-type: none"> ➤ JcJ Invoice No. 60 in the amount of \$2,723.05. Invoice attached. Vote expected. ➤ JcJ Invoice No. 62 in the amount of \$12,029.27. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$8,685.98. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$8,533.98. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$6,757.55. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$4,971.97. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$606.03. Invoice attached. Vote expected. ➤ NGRID invoice no. 419414-35150 in the amount of \$132.20. Invoice attached. Vote expected. ➤ NGRID invoice no. Mem 08/09 in the amount of \$128.50. Invoice attached. Vote expected. ➤ NGRID invoice no. Oct 35150 in the amount of \$432.74. Invoice attached. Vote expected. ➤ NGRID invoice no. 38944-05007 in the amount of \$2,972.28. Invoice attached. Vote expected. ➤ NGRID invoice no. 38944-05007 in the amount of \$2,058.35. Invoice attached. Vote expected. ➤ NGRID invoice no. July 99016 in the amount of \$4,336.28. Invoice attached. Vote expected. ➤ NGRID invoice no. July 99016 in the amount of \$10,040.92. Invoice attached. Vote expected. ➤ NGRID invoice no. August 99016 in the amount of \$11,461.66. Invoice attached. Vote expected. 	Record

	<ul style="list-style-type: none"> ➤ NGRID invoice no. September 99016 in the amount of \$10,609.51. Invoice attached. Vote expected. ➤ Project Adventure Invoice no. D22097 balance to pay in the amount of \$15,564.56. Invoice attached. Vote expected. <p>A motion was made by A. Ingaharro and seconded by S. Erdmann to approve the invoices listed above. Discussion: A. Ingaharro asks about the NGRID invoices just now being approved when it has been happening for a year long. A. Urbas states these were paid by the district. A. Urbas says the project adventure invoice is for all work completed, just a small amount still open that will be discussed later in this meeting. <u>Roll Call Vote:</u> S. Erdmann – Yes P. Beaudoin – Yes A. Urbas – Yes A. Ingaharro – Yes T. Virden – Yes L. O'Donnell – Yes G. Scharfe – Yes J. Foster – Yes A. Cameron – Yes R. Breuker – Yes C. Hay - Yes No one abstains. Motion Passes.</p>	
86.5	<p>Other Topics Not Reasonably Anticipated 48 hours prior to Meeting:</p> <ul style="list-style-type: none"> ➤ C. Dell Angelo goes over the Project Adventure Net Cargo Review. States that they have been discussing the placement of this net and solutions for it in the gym. States the structural beam in the back of the gym was the best spot for it to be placed. The way it is suggested to be placed would be in front of the mural that is hanging from the wall now. ➤ A. Urbas follows by saying rolled up the net would cover the mural on either side either on the left or right depending on where they choose to place it. A. Urbas wanted to bring this up to the committee to let them know and to come to a decision. A. Urbas states that D. Lombardi was here to see if there were other beams that could be used to hang this net to not cover the mural. ➤ D. Lombardi says this is the only location due to how low the net hangs and would be in the way of the basketball court. ➤ A. Ingaharro asks if nets can be hung up higher to not interfere with the basketball court. ➤ P. Beaudoin has concerns about the usage of the nets and having kids climbing on them and damaging the mural. ➤ R. Breuker asks about if the structural engineer looked at potential other locations for the net. D. Lombardi responds saying they did, and the engineer said it could hang off the bottom cord of the main trusses. The issue is this is the only place that doesn't interfere with the basketball court. R. Breuker follows with asking about how the net is operated. D. Lombardi says he doesn't have that information. R. Breuker notes his vote is for it to be on the left as of now. ➤ A. Cameron says she's worried about kids climbing on the wall and asks if the mural is covering a speaker. D. Lombardi responds saying they are not covering speakers but there is an access panel behind one of the murals. A. Cameron asks about different feature that could be purchased in replace of this. A. Urbas responds saying they are looking at other options, but this is the preferred option from the program. Other options are more secondary pieces and may not have the same level of engagement or impact. 	Record

	<ul style="list-style-type: none"> ➤ P. Beaudoin wants to ask Project Adventure look for options that can make the net be hung from higher up and not interfere with the mural or basketball court. ➤ A. Ingaharro asks about bleachers on either side of it. D. Lombardi responds saying there on the right side that are not visible in the image. ➤ A. Urbas states they will go back to Project Adventure to ask for additional options. 	
86.6	<p>Public Comments:</p> <ul style="list-style-type: none"> ➤ D. Lombardi states that the project received LEED Gold. ➤ A. Cameron asks when they can close the building committee and pass closeout to the school committee and facilities subgroup. P. Beaudoin asks for support until end of calendar year then can work with new committee to take over, A. Cameron agrees. 	Record
86.7	<p>Next SBC Meeting:</p> <ul style="list-style-type: none"> ➤ SBC No. 87 – Tuesday December 13, 2022, 6PM 	Record
86.8	<p>Adjourn: 6:32 pm A motion was made by G. Scharfe and seconded by A. Ingaharro to adjourn the meeting, Discussion: None.</p>	Record

Sincerely,

DORE + WHITTIER

Aidan Place

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.