**FINAL**

**Minutes  
Minuteman School Building Committee Meeting**

Monday, May 18, 2020 at 5:30 p.m.

Via Remote Participation

**Voting members present:**

Dr. Edward Bouquillon, Ford Spalding, Mike Majors, Frank Cannon, David Frizzell, Bill Blake, Alice Kaufman, Alice DeLuca, Nawwaf Kaba, and Maryanne Cooley

**Others Present:** Gilbane: Henry McElroy, KBA: Greg Joynt, Marianne Williams; Skanska, Larry Trim, Kevin Mahoney, Dave Horton, Rick Ikonen, Bob Gerardi and Julia Pisegna

**Absent:** Don Lowe, Dana Ham, Orlando Pacheco

1. **Call to Order**: **Open Session**

Mr. Spalding called the meeting to order at 5:33 p.m.

**2**. **ADOPTION OF REMOTE PARTICIPATION**

**VOTE:** To adopt remote participation by all members of this Minuteman School Building Committee pursuant to and in accordance with Sections (2) and (3) of the Executive Order Suspending Certain Provisions of the Open Meeting Law made by the Governor of Massachusetts on March 12, 2020, such adoption to be effective until said Executive Order is rescinded or the Commonwealth’s State of Emergency as referenced in said Executive Order, is terminated, whichever happens first.

Moved (Frizzell) and seconded (Cannon)  
 To approve the adoption of remote participation, as presented

**VOTE:**  Unanimous

Roll Call:

Ford Spalding (Yes) Dr. Edward Bouquillon (Yes)

Michael Majors (Yes) Alice Kaufman (Yes)

Frank Cannon (Yes) Alice DeLuca (Yes)

David Frizzell (Yes) William Blake (Yes)

**3. Approval of Team Invoices**

Mr. Spalding reviewed the details of the invoices identified below, and the following vote was taken:

|  |  |  |  |
| --- | --- | --- | --- |
| **Category** | **Firm** | **Invoice Number** | **Amount** |
| 1. OPM | Skanska | No. 77 | $ 14,820.00 |
| b. Architect | KBA | No. 42 | $ 161,774.26 |
| 1. CM for Construction Services | Gilbane Pay Requisition | No. 34 | $ 2,315,599.88 |
| 1. Red Thread | Red Thread | No. | $ 12,444.67 |

Moved (Frizzell) and seconded (DeLuca)

To approve the invoices for the School Committee’s Finance Subcommittee Warrant, as presented,

**VOTE**: Unanimous

Roll Call:

Ford Spalding (Yes) Dr. Edward Bouquillon (Yes)

Michael Majors (Yes) Alice Kaufman (Yes)

Frank Cannon (Yes) Alice DeLuca (Yes)

David Frizzell (Yes) William Blake (Yes)

**4. Updates:**

**a. Budget Update:**

Ms. Nguyen reviewed the budget and reported that we remain on time, on budget, with 96.9% committed and 96.9% completed, and noted Change Order No. 21 in the amount of $59,964.00.

Ms. Nguyen updated Committee members that they are in the process of review the final version of the Agreement with Griffin Electric Company in the amount of $800,000.

**b**. **Project/Schedule Update**:

Mr. McElroy provided a building update as follows.

* Demolition of the old building to be completed by the end of the week;
* Site work contractors continue work on the punch list items and landscaping, as follows:
* 59 open punch list items
* 30 site and landscaping ongoing items
* 20 material-related items which are currently on order

Mr. Joynt provided an update on the status of the theater and reported that the Building Inspector has accepted all of the modifications that have been made to meet his requirements and has signed off on the theater. The next steps include the final affidavits and preparation of the final planning and permitting letter to turn the temporary Certificate of Occupancy into a final Certificate of Occupancy.

Mr. McElroy provided an update on the area of soil contamination near the greenhouse, and reported that the team is in the process of putting a plan together for the removal of that soil.

1. **Approval of Change Order No. 21**

Mr. McElroy presented to the Committee Gilbane Change Order No. 21 in the amount of $59,964.00 and highlighted the following items:

* OS-382 659.1 and OS-382-RFI 958-EJ Floor Cover & Thresholds-08A only;
* OS-522 710 - Due to unforeseen conditions, the 12" water main had to be relocated and realigned in student parking lot;
* OS-159 724.1 RFI 612 - Painting of walls in electrical and mechanical rooms that were not shown on drawings;
* OS-519 745 PR 125 - Power and control wiring to chain hoists controls;
* OS -557 747 Berlin Steel Global Change Settlement; and
* OS-560 752.1 General Mechanical Global Settlement

Moved (Spalding) and seconded (Frizzell)

To approve Change Order No. 21, as presented,

**VOTE**: Unanimous

Roll Call:

Ford Spalding (Yes) Dr. Edward Bouquillon (Yes)

Michael Majors (Yes) Alice Kaufman (Yes)

Frank Cannon (Yes) Alice DeLuca (Yes)

Maryanne Cooley (Yes) David Frizzell (Yes)

William Blake (Yes) Nawway Kaaba (Yes)

*(Maryanne Cooley joined the meeting at 5:43 p.m.)*

Mr. Spalding then reviewed the PowerPoint presentation on the Athletic Fields and highlighted the options for the athletic fields under consideration and detailed what the plans include. Mr. Spalding noted that this presentation has also been provided to the full School Committee.

1. **Next Meeting:**

Mr. Spalding noted that the next meeting is scheduled for Monday, June 15th, 2020 at 5:30 p.m.

**7.** **Adjournment**:

There being no further business, the following vote was taken:

Moved (Frizzell) and seconded (Kaufman)

To adjourn the meeting at 6:04 p.m.

**VOTE**: Unanimous

Roll Call:

Ford Spalding (Yes) Dr. Edward Bouquillon (Yes)

Michael Majors (Yes) Alice Kaufman (Yes)

Frank Cannon (Yes) Alice DeLuca (Yes)

David Frizzell (Yes) Nawway Kaaba (Yes)

William Blake (Yes) Maryanne Cooley (Yes)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Julia Pisegna, Recorder