

# Whitman Middle School Building Committee

## Meeting Minutes

Time: 4:30 PM

Place: Whitman-Hanson Regional High School

Date: Tuesday, November 7, 2023

### **Members Present:**

Frederick Small, *Chair*

Kathleen Ottina, *Vice Chair*

Beth Stafford

Robert Curran

George Ferro

Brandon Frost

Crystal Regan

Rich Pulkinen

Jeffrey Szymaniak

Mary Beth Carter

Christopher Scriven (on phone)

Don Esson

John Stanbrook

**Absent:** Alisa Santos, OPM – Colliers Project Leaders (CPL), Troy Randall, Principal Architect – Ai3 Architects (Ai3)

**Building Team Present:** Mike Carroll, OPM – Colliers Project Leaders (CPL), Julie Rivera, Architect – (Ai3)

### **Call to Order:**

Fred Small, The Committee Chair opened the meeting by calling it to order.

### **Pledge of Allegiance**

*The Chair asked if there was anyone for public comment.*

#### **I. Public Comment**

Ms. Elizabeth Dagnal of 316 School Street thanked and congratulated the Committee. Ms. Dagnal explained that on the first day of school in 2027, approximately 579 students and 70 staff will walk into a beautiful new, safe, modern light-filled, mold free, properly ventilated, climate controlled, and attractive learning environment. If over the next 50 years, roughly 140 new fifth grade students enter the building, the commitment to stay the course and advocate for a 5 - 8 middle school with an auditorium will benefit at minimum 7,579 Whitman students. Each of those students and many more because we know the building will last longer than 50 years, will breathe clean air, learn science, STEAM, and technology. Hands on in actual labs, move about the building with ease, learn outdoors as well as in, fully participate in the arts as well as athletics and take great pride in their surroundings. Ms. Dagnal continued by explaining it was not an easy win for the Committee, and that the Committee saved the project from derailment and sabotage. Many times, the Committee dispelled rumors and lies, and withstood having the Committee's intelligence and integrity insulted on social media.

The Committee stayed the course and in doing, inspired so many others to do the same. Whitman students and you can now be certain that countless grateful Whitman parents and citizens will have the back of the Committee for years to come.

Ms. Rosemary Connolly of 405 Franklin Street thanked the parents that came together and how it was an amazing parent movement. Ms. Connolly explained how it helped push the project through. Ms. Connolly wanted to touch on how to go on the tour of the middle school and knew a new building was needed. Ms. Connolly would also like the last air quality test results to be made public.

## **II. Approval of Meeting Minutes**

A.) 10/17/2023

B.) 10/25/2023

*The Chair entertained an option of the approval of the 10/17/2023 meeting minutes. Motion made by Ms. Beth Stafford.*

*Motion was seconded by Ms. Kathleen Ottina.*

*A roll call vote was held, and the motion was approved unanimously, with 1 abstention from Mr. John Stanbrook who was not present on 10/17/23.*

*The Chair entertained a motion of the approval of the 10/25/2023 meeting minutes.*

*Motion made by Ms. Beth Stafford.*

*A roll call vote was held, and the motion was seconded by Ms. Kathleen Ottina.*

*Unanimous vote to approve.*

## **III. The Results of Town Meeting and the Ballot Vote**

Mr. Carroll presented to the Committee the official Ballot Vote results from November 4<sup>th</sup>. YES's totaled 1,005, and the NO's totaled 837, and 1 blank. Mr. Carroll explained that the team was able to report that information (unofficial) to the MSBA on Monday morning, November 6<sup>th</sup>, and were happy to hear the support for the project.

Mr. Ferro wanted to publicly thank Ai3, Colliers, and the Committee members. Mr. Ferro explained that it's been great and to keep on moving forward. Mr. Ferro also wanted to take a moment, on record, to publicly thank the team because the students in the end and the community will benefit from that.

Mr. Ferro thanked all.

## **IV. Next Steps**

### **A.) Next Meeting Date**

Ms. Rivera explained Ai3 has a brief presentation about next steps, ballot vote, town meeting results, and project passes. Ms. Rivera begins the presentation by highlighting some Milestone dates for the project schedule. Currently November 2023 will be primarily the MSBA's module 5 that the project is currently in now, which includes the project scope and budget approval and funding agreement. Once that's complete, the project will move on to design development and looking at a MSBA submission on April 4, 2024. Following that there'll be a 60% construction documents submission in August, a 90% construction documents submission in October, and then December 12<sup>th</sup> being targeted as the 100% construction document set.

Following the submission of all those documents to the MSBA, the team will have the ability to then go out for construction bids with the general contractor in February of 2025. The general contractor will be awarded the project and construction can begin shortly thereafter. Looking at Spring 2027 for certificate of occupancy which would mean the building is constructed to the point where it could be occupied and then have students move into the building while the existing is demolished starting in the Summer of 2027. Demo and site work to be completed by the following Summer 2028. The project can be officially completed in about 5 years' time.

The Chair had a question regarding the fields in Summer of 2028. Will they require a 1-year growing season in addition to the timeline noted?

Ms. Rivera explained the timeline includes all of that, so officially opening Summer.

The Chair made note that the leagues need to have the same schedule as they need to know when project schedule activities are happening. A formal meeting should be held with the leagues.

Mr. Carroll made a clarification stating if demolition of the old building starts in the Summer of 2027, more than likely we would need a full growing season on the seeded fields, prior to playing on them. If the school were to go with sod or equivalent, it would speed the process up.

Ms. Rivera then presented project highlights, noting that we're in the project scope and budget approval module of the schedule. Everything beyond phase one we are officially moving into phase two and can now see the project through completion. Looking at the next phase more closely, project funding will start and a lot of the same activities that from schematic design, but now continuing to refine some of those conversations in detail. In January, the design team will be looking to set up many informational meetings and determinations. Ms. Rivera will be touching base with Principal Frost many times this month and next month, to secure meetings on the calendar to bring in conversations with safety and security, technology, FFE, and return to the staff for another round of programming to make sure that the construction documents reflect the needs of the staff. Investigations and analyses will continue. Ai3 have been reaching out to their civil engineering team and landscape architects for additional investigations regarding the geotechnical, traffic site survey, Haz Mat, so another round of investigations and will be able to report on the findings of those in the upcoming report.

Ai3's design development documents will be more refined than the schematic design set and those will undergo another round of cost estimating this coming Spring. Ms. Rivera noted with each of the remaining phases, Ai3 backed out the timeline of those in relation to cost estimating, so before submission to the MSBA for each of those phases, the team will review the cost estimates with the Committee for approval on submission to the MSBA. Ai3 will exercise that process with each phase. Ai3 will also incorporate some potential value engineering into that cost estimate analysis, so determining priorities if selections or reductions need to happen, what those might entail.

Notable dates proposed on the slide for Building Committee meetings, are all related to the upcoming milestone date, so Ai3 would like to lock in some Building Committee meetings as the team go through these phases to ensure the approvals needed to submit to the MSBA.

The Chair noted that the Committee needs to enter into contracts with the OPM and architect, and asked if they were reflected in Ai3's timeline? The Chair mentioned that he believes the Committee will try to do what has been done previously, and that is to have the Subcommittee do the negotiation and come back to the full Committee for the vote.

Mr. Carroll mentioned that the Subcommittee could be a discussion for tonight. Mr. Carroll also mentioned that he's currently working on a work plan for the OPM team. Troy and Julie are working on a work plan for the design team. Mr. Carroll would like Ai3 to submit their package to him first, have a discussion, and then submit the complete package to the Subcommittee with the end goal of bringing it to the full Committee at the next meeting to get an approval and keep moving forward.

Ms. Rivera proposed the next Building Committee meeting date be December 19<sup>th</sup>, 4:30pm – 6:30pm.

**V. Negotiations Subcommittee Architect/OPM**

Mr. Ferro asked what the negotiations Subcommittee Architect/OPM does look like? Mr. Ferro recalled, he was not sure if it was a subset of town school officials, or if it was just the school committee?

The Chair explained that it's a subset of the Committee. What's happened is the contracts that are in place with Ai3 and with Colliers have expired and need to be amended in order to continue on the project. It is up to the Subcommittee to come to an agreement with Ai3 and Colliers, within the dollar ranges within the MSBA submittal.

Mr. Carroll stated the contracts themselves are well defined by the MSBA, so there's not a lot of negotiation on the contract itself. It's really understanding the scope of the work, for example, the website maintenance for the project. Is Colliers going to continue maintaining it? If so, what is the level of effort expected? Updated daily, weekly, monthly? Certain things of that nature the OPM must understand to get numbers finalized. Also, based off the high-level schedule Ai3 presented, lots more detail will be provided, and fees for those services will be discussed.

***The Chair entertained a motion for the Superintendent, Town Administrator, and Mr. Don Esson, to be the Subcommittee to negotiate contracts for the OPM and Architect.***

After some discussions amongst Committee members, Committee members agreed to add a fourth Subcommittee member.

***Mr. George Ferro made a motion for Mr. Jeffrey Szymaniak, Ms. Mary Beth Carter, Ms. Kathleen Ottina, and Mr. Don Esson, to be the Subcommittee to negotiate contracts for the OPM and Architect.***

***Motion was seconded by Ms. Beth Stafford.***

***A rollcall vote was held and passed Unanimously.***

Mr. Carroll questioned if we were squared away with the invoices. The Chair brought up a previously paid Ai3 invoice regarding flyers meant for Committee use that were potentially used publicly. After a discussion with the committee and members of the public, the Chair confirmed that the flyers were used appropriately, and no further action required.

Mr. Carroll then brought up Colliers Amendment #1 for Estimating Services, stated he believed this was already voted and approved, but that the Chair had questioned it, so we are bringing forward to confirm if it can be executed based on that vote, or if it needs to be voted again.

The discussion then changed to a question on the invoices presented at the last meeting and the confirmation that 1 of the invoiced proposed in the last meeting was actually missing from the package. There was 1 invoice – Document #5, for \$34,127.

***The Chair entertained a motion to reconfirm approval of the invoice as presented with the understanding that the Committee already voted to approve the amount.***

***Motion made by Ms. Beth Stafford.***

***Motion was seconded by Mr. Justin Evans***

*A roll call vote was held, and the motion pass Unanimously.*

Mr. Carroll redirected the conversation back to the question on the Colliers Amendment 01, and presented A. M. Fogarty's fee schedule the was presented to the Committee on June 27<sup>th</sup>, and specifically reviewed the Schematic Cost Estimate Fee of \$16,500. There was a vote to entertain a motion to select A.M. Fogarty as the owner's cost estimator. Motion was made, seconded, and the motion was passed unanimously. The motion didn't specifically state to make that amendment number one for Colliers. Mr. Carroll asked if this motion by itself stand-alone enough to allow us to execute that Amendment or is a follow-up motion for that Amendment needed?

Mr. Carroll asked if we needed to have a vote to confirm "Colliers to issue amendment 01 to include the Schematic Design Estimating services only for a value of \$16,500." Mr. Stanbrook suggested a vote could be held as a belts and suspenders to the previous vote.

*The motion as outlined my Mr. Carroll was made by Ms. Kathleen Ottina.*

*Motion was seconded by Ms. Beth Stafford.*

*A roll call vote was held, and the motion pass Unanimously.*

**VI. Public Comments/Questions**

No public comments/questions.

**VII. Adjournment**

*The Chair entertained a motion to adjourn.*

*Motion made by Ms. Beth Stafford.*

*Motion seconded by Ms. Kathleen Ottina.*

*A roll call vote was held, and the motion pass Unanimously.*

To view the full recording of this meeting please visit: <https://youtu.be/s3FKVGnGBro?si=qfMIHW6WqYPAle0j>