



# Town of Tewksbury

## MINUTES

Committee: **Elementary School Building Committee**

Date: May 12, 2022

Location: Town Hall, Conference Room

Members & Staff present: Jamey Cutelis, Jay Harding, Dave Libby, Richard Montuori, Brenda Regan, Eric Ryder, Anne Marie Stronach, Keith Sullivan, Lori Sustek, Jayne Wellman and Maria Cutelis, secretary

Others Present: Peter Collins, Mike Ensminger, Chris Tremblay – CBRE | Heery Inc.  
Andrew MacNeil – Consigli  
Bill Beatrice, Vince Dube – Flansburgh Architects

The meeting was called to order at 6:05 pm by Jamey Cutelis.

### Meeting Motions / Actions and Summary of Discussion

There are no minutes to approve.

Mike Ensminger presented the project update. The project is tracking well. The work is mostly happening on the interior of the school, continuing with interior finishes. The gym floor installation will begin next month. The demolition of the Center School will begin on Monday and should take about 1-1 ½ weeks. The old field house is down. The abutters were notified and will be notified for the demo of the Center School. The furniture delivery is expected as scheduled. Andrew MacNeil stated the project is still on track for substantial completion October 28, 2022.

Mike Ensminger reviewed the project budget. Not all of the furniture commitments are included. Overall the budget is tracking well. There is still 88% remaining in the Owners Contingency.

Chris Tremblay presented an update on the Move Manager proposal and will meet with the School Department for more information. Stefura will submit a detailed proposal for the FF&E on site services. There has already been money allocated in the budget for the Move Manager. There will be more information at next month's committee meeting. Brenda Regan stated there is a tight window for moving in.

Bill Beatrice updated the committee on the Historical Wall. He has met with Brenda and there will be a draft of the design to present to the committee.

Andrew MacNeil presented Consigli's update. The Hold Status and Contingency Status are tracking well. The Allowance Status will be used next month with the demolition of the Center School. Andrew MacNeil explained an unresolved issue with Harold Brothers regarding mechanical units and it is not as simple as replacing the units.

Eric Ryder stated that the Code is under the local inspector's interpretation. Nothing has been changed yet. A letter from Harold Brothers was received this evening. Andrew MacNeil stated everyone involved is working to mitigate the situation. The issue will be drawn out for the next few weeks. Photos with progress of the gymnasium and courtyard were shown.

Mike Ensminger reviewed Change Order #17 in the amount of \$132,542.05. The change order contains 7 change requests. The Change Order Committee has reviewed the change order and recommends approval.

Richard Montuori made a motion, seconded by Eric Ryder, to approve Change Order #17 in the amount of \$132,542.05. The motion passed.

Anne Marie Stronach welcomed Jayne Wellman to the committee as the representative from the Select Board. Peter Collins will update the membership roster with the MSBA.

Mike Ensminger discussed community outreach. Site work will be increasing over the summer and may include some Saturday work. Abutters will be notified. Brenda Regan has been sharing the progress of the project at the schools with staff and the Townwide PAC which is creating excitement.

Invoices were reviewed and recommended for payment by the OPM.

Eric Ryder made a motion, seconded by Jay Harding, to approve invoice #32672 for Flansburgh Architects in the amount of \$87,771.26 for April 2022. The motion passed by unanimous vote.

Brenda Regan made a motion, seconded by Eric Ryder, to approve Consigli Application #24 for April 2022 in the amount of \$2,247,363.54 with the recommendation to withhold some money for Harold Brothers in the event the problem is not resolved. The motion passed by unanimous vote.

Andrew MacNeil stated that he understands why the money is being withheld but that Harold Brothers will be pushing back, referring to the letter from Harold Brothers. Anne Marie Stronach responded that we need to protect the liability of the Town.

Eric Ryder made a motion, seconded by Jay Harding, to approve CBRE Heery Invoice #PJIN0029872 in the amount of \$69,216.00. The motion passed by unanimous vote.

Brenda Regan made a motion, seconded by Eric Ryder, to approve VHB invoice #372830 (April 2022) in the amount of \$663.81. The motion passed by unanimous vote.

Eric Ryder made a motion, seconded by Jay Harding, to approve Eagle Leasing invoice RI2416111 for May 2022 in the amount of \$99.00. The motion passed unanimously.

Brenda Regan made a motion, seconded by Eric Ryder, to approve ProAV Systems invoice 38205 (April 2022) in the amount of \$52,652.00.00. The motion passed unanimously.

There is no unanticipated business. There is no new business.

The next meeting is scheduled for June 9, 2022 at 6:00 pm at the Town Hall. If needed, the committee may meet sooner to resolve the situation with Harold Brothers.

Brenda Regan made a motion, seconded by Eric Ryder, to adjourn the meeting. The motion passed by unanimous vote and the meeting was adjourned at 6:50 pm.

List of Documents reviewed at the Meeting:

- OPM Report

Minutes approved by Committee on: 6/9/2022  
(Date)