

**Town of Watertown School
Building Committee
Three Elementary School Projects
Wednesday, January 18, 2023
via ZOOM 6:00p.m. – 7:00p.m.**

M I N U T E S

Committee Members Present: Mark Sideris (chair), John Portz (vice-chair), Vincent Piccirilli, Deanne Galdston, Heidi Perkins, Lindsay Mosca, James Kane, Steve Magoon and Thomas Tracy

Committee Members Absent: Paul Anastasi, Kelly Kurlbaum and Leo Patterson

Others Present: Daren Sawyer, Nate Williams, James Jordan, and Andrew Cunneen (Ai3 Architects), Vivian Varbedian and Thomas Finnegan, (OPM, Hill International), Christy Murphy, Chase Terrio and Joel Giacobozzi (Compass Project Management)

1. Call to Order: Chairman Mark Sideris called the meeting to order at 6:04p.m. John Portz took a roll call of School Building Committee members present.

2. Approval of Meeting Minutes – January 18, 2023

Chairman Sideris made a motion to approve the Elementary Meeting Minutes for December 21, 2022. Vincent Piccirilli motions to approve the Elementary school meeting minutes as written and Steve Magoon seconded. All were in favor on a roll call vote.

3. Review / Approval of Elementary Schools Monthly Invoices

Vivian Varbedian presented the Elementary school work completed December invoices.

December 2022 invoices are as follows w/total at \$3,507,997.90:

- Hill International – \$89,810.00
- Ai3 Architects (Basic Services) - \$48,711.37
- Ai3 Architects – (Extra Services) - \$37,995.16
- Ai3 Architects (Reimbursables Services) - \$1,049.24
- Brait Builders (Payment Req # 31) – \$749,322.57
- CTA Construction Managers (Payment Req #10) - \$2,565,964.57
- RCN - \$5,484.00
- UTS Invoices - \$5,210.00
- Colliers International - \$4,450.99

Chairman Sideris made a motion to approve the Elementary School projects invoices as presented. Vincent Piccirilli motions to approve the Elementary school project invoices totally \$3,507,997.90 with Steve Magoon seconded. All were in favor on a roll call vote.

Review/Approval of Ai3 Architects Amendment No. 12 – Hosmer Elementary School

Vivian Varbedian presented Amendment No.12 which is a request for approval from Ai3 Architects for additional design services associated with the added traditional swings, associated play surface area, walkways and fencing at the Hosmer playground on the East side of the school and additional fencing at the sport court adjacent to Hancock Street. This amendment includes fees from Traverse Landscape Architects and The Vertex Companies for their contribution to further the design.

Chairman Sideris asked for a motion to approve Ai3 Architects contract by \$5,225.00. Vincent Piccirilli moves with Tom Tracy seconded. All were in favor on a roll call vote.

4. Executive Summary

Vivian Varbedian presented and reviewed the Executive Summary highlights for January 2023.

Hosmer Elementary school is continuing to work on miscellaneous punch list items. Ballfield construction and PV supports, and Panels are scheduled for completion May/June 2023.

Lowell Elementary school work is progressing with brick exterior work at Zone 2 addition, Curtain Wall at Zone 3 addition substantially complete with balance to be completed in Spring upon completion of brick and GFRP in Spring 2023. Roofing Zone 1 is ongoing work for roof replacement, rough mechanical ductwork and piping, rough plumbing, rough electrical and fire protection in Zone 1. Sheetrock walls in Zone 2 is continuing, as well as Metal Wall Studs in Zone 1.

Also, presentation of Furniture, Fixture, and Equipment (FF&E) bid results and authorization to issue purchase orders for July 17, 2023 delivery and presentation of added swings/fences at Hosmer Elementary school will be during February SBC Meeting. There will also be another walk-thru of Lowell Elementary school for those who were unable to attend in January.

5. Elementary School Projects Update – Lowell Elementary School

Furniture, Fixtures & Equipment (FF&E) Bid Results and Authorization to issue Purchase Orders

Vivian Varbedian presented and discussed seeking approval and authorization to proceed to issue a Purchase Order for July 17, 2023 delivery time frame for the Furniture, Fixtures and Equipment for Lowell ES. The slide reflects a spreadsheet that shows the vendors, invoices as well as the amounts for Lowell ES Purchase Order. The award total for the Purchase Order is \$1,087,558.45.

Chairman Sideris made a motion to approve the Purchase Order for \$1,087,558.45 for FF&E at Lowell Elementary school. Vincent Piccirilli moves with John Portz seconded.

6. Elementary School Questions / Comments

Question 1 – Lindsay Mosca asked about some of the supply issues that was mentioned earlier; if it is resolving, are we able to get all we want in time? What is the status in that market for FF&E?

Response – Vivian Varbedian stated that it is still volatile and still influx. This is one of the reasons we are seeking approval as quickly and early as possible in order to meet the July timeframe for the FF&E.

Question 2 – Vincent Piccirilli asked to be reminded what is budgeted for the FF&E? Are there any overages?

Response – Vivian Varbedian reviewed the Executive Summary indicating the FF&E budget for all Three Elementary schools. The budget is a little over (4) million and is within budget. There are no overages.

Question 3 – Chairman Sideris asked if the equipment or furniture is similar as to what was put into the other two schools?

Response - Vivian Varbedian stated “Yes”. She also informed all that Dr. Galdston was present and part of the conversation ensuring that whatever furniture we do have for the Hosmer and Cunniff is similar and same for the Lowell ES. There might be one or two slight variations and exceptions but minor. Overall, the theme and look are the same.

Question 4 – AnnMarie Cloonan asked who is the contact to dim settings for the street facing lights on Winthrop Street? How will the damage to the Solar Structure at the corner of Boylston Street be addressed? When will the entrance and exit in front of the Hosmer be open for traffic? What are the plans to address the continued issues of the traffic jams and violations by parents on Winthrop Street? Can there be an assessment of bug control in the rain source areas across the O’Connell Park area? There are a few questions here which some of them are dedicated or should be answered by the town and others by the project?

Response – Thomas Finnegan answered about the damage of the solar structure corner of Boylston Street that he is unaware of the damage to the solar structure and will provide an answer to the question tomorrow. The entrance and exit to the in front of Hosmer is a school decision and not a Contractor related decision. The traffic jams and violations by parents is not a question he can answer. He will look into the assessment of bug control of the rain source across the O’Connell Park area. Vivian Varbedian informs all that the dim settings is a facilities-controlled area. Chairman Sideris asked James Kane if he can look into the dim settings. Jim Kane states that he will investigate and see what the settings are and make some adjustments if needed. Superintendent Galdston also stated that regarding the traffic jams and violations by parents, that the Early Childhood Director and Principal have reiterated to the parents many times they can’t do that. Next step might to do more traffic enforcement in terms of ticketing but can certainly talk to the traffic partners in the Police Department to see if there is anything else that can be done beyond our stern warnings to families not to block driveways. In terms of the traffic through the front of the school, it is very controlled in the drop off time and closed off during the day. We are still in discussion on what to do about the evening hours after school is out. As soon as there is a definitive answer if a gate will be opened in the evening hours for people to potentially drive-thru that is something that has to be settled. Only one side will ever be closed so that members of the neighborhood would be able to park in the lot overnight or for snow emergencies. It is just a question of whether that would be something that people can drive-thru. We will continue to talk about what is the best interest to the community and the schools. Chairman Sideris chimed in to mention that he thinks it is an opportunity to speak to the traffic division because you don’t want to make it a cut-thru to get it to be what people get used to.

Question 5 – Steve Magoon stated that the former Recreation Director raised an issue about the height of the fence which was discussed last time. Is there any follow-up? There is still concern if it should be (8) foot fence around the play court as opposed to a (6) foot fence?

Response - Chairman Sideris stated there is no need to address it at this time due to the City Manager putting out a very detailed email in response to Mr. Sullivan. The email can be shared with SBC Committee if needed. Vivian Varbedian also shared that it was decided to go with the (6) ft fence and the Architectural team will be presenting the swing/fence areas for the Hosmer ES during next month School Building Committee meeting where you can visualize the design at that point. Chairman Sideris commented that there were quite a few people concerned about making it higher than we did. I don’t want to readdress at this point.

End of Elementary School Project Business Meeting

Chairman Sideris ended the Elementary School Project Business meeting at 6:22 pm.