

**Town of Watertown  
School Building Committee  
Three Elementary School Projects  
Wednesday, August 18, 2021 via ZOOM  
6:00p.m. – 7:00p.m.**

**MINUTES**

**Committee Members Present:** Mark Sideris, (chair), John Portz (vice-chair), Paul Anastasi, Deanne Galdston, Heidi Perkins, Lindsay Mosca, Kelly Kurlbaum, Steve Magoon and Vincent Piccirilli

**Committee Members Absent:** Tom Tracy and Leo Patterson

**Others Present:** Joel Giacobozzi, HS Principal; James Jordan, Daren Sawyer, Andrew Cunneen and Julie Rahilly (Architectural Team, Ai3 Architects); Vivian Varbedian, Tom Finnegan and Alana Forbes (OPM, Hill International); Christy Murphy, Tim Bonfatti and Allyson Mahar (Compass Project Management), Karen Feeney, Mena Ciarlone and Stacy Phelan

1. **Call to Order:** Chairman Mark Sideris called the meeting to order at 6:04 p.m. Mr. Portz took a roll call of Committee Members present.
2. **Approval of Meeting Minutes – July 21, 2021**  
Chairman Sideris made a motion to approve the Elementary meeting minutes for July 21, 2021. Vincent Piccirilli motions the minutes to be moved; Steve Magoon seconded. All were in favor on a roll call vote.
3. **Review/Approval of Monthly Invoices:**  
Vivian Varbedian presented the Elementary School projects invoices totaling \$4,239,714.85.

**The Elementary invoices read as follows:**

- *Hill International - \$93,910.00*
- *Ai3 Architects - \$77,437.44, \$2,500.00 (Reimbursable Expenses)*
- *Brait Builders - \$4,060,614.67*
- *UTS (Testing Agency) – \$540.00*
- *Colliers International - \$4,712.74*

Chairman Sideris made a motion to approve the Elementary School projects monthly invoices of \$4,239,714.85 as presented. Vincent Piccirilli motions the minutes to be moved; Steve Magoon seconded. All were in favor on a roll call vote.

**4. Review & Approval of Purchase Order / Change Order #1 for Hosmer Elementary School FF&E**

Vivian Varbedian reviewed and requested approval of Purchase Order Amendment to the original FF&E, Change Order #1 for Hosmer FF&E of \$24,005.54. The amendment is at the request of additional items from the Hosmer Elementary School administration. The description of the items is to furnish/install (13) Teacher's Desk and furnish/install (13) Cosmo Midback Mesh Chairs.

Chairman Sideris made a motion to approve the Purchase Order Amendment. Vincent Piccirilli motions to approve Change Order #1 for Hosmer Elementary School FF&E for \$24,005.54. Steve Magoon seconded; all were in favor on a roll call vote.

**5. Review & Approval of Ai3 Architects Contract Amendments for Additional Services**

Vivian Varbedian reviewed and requested approval of the Contract Amendment #2 for Additional Services at Lowell Elementary School. This request for approval of the contract amendment for additional design and engineering services of the solar panels and flat roof area for \$122,550.00.

Chairman Sideris ask for a motion to approve Contract Amendment #2 for Lowell Elementary School. Vincent Piccirilli motions the Contract Amendment #2 to be moved; Steve Magoon seconded; all were in favor on a roll call vote.

Vivian Varbedian also reviewed and requested approval of Contract Amendment #3 for Additional Services at Hosmer Elementary School. This additional service is for the design and coordination of amenities at the O'Connell Recreation Field at cost of \$99,400.00. These amenities include portable bleachers, softball batting cage, scoreboard, Flagpole w/illumination, irrigation modifications as a result of added amenities, power and wireless access from the athletic fields, prefabricated dugouts with storage and prefabricated building that will include (2) single-user toilet rooms, field storage and drinking fountain.

Chairman Sideris mentioned that this was also approved previously by the School Building Committee to move forward. Chairman Sideris asked for a motion to approve Contract Amendment #3 for Additional services at Hosmer Elementary School. Vincent Piccirilli motions the Contract Amendment #3 to be moved; Steve Magoon seconded; all were in favor on a roll call vote.

**6. Executive Summary**

Vivian Varbedian presented and reviewed August 2021 Executive Summary for both Cunniff and Hosmer Elementary school projects.

Regarding Cunniff Elementary school projected major task this month are continuing exterior site work and miscellaneous work in all areas. Completion of all finish work and be substantially completed with a Certificate of Occupancy by September 3, 2021.

Hosmer Elementary school projected major task this month is continuous work with exterior windows, masonry, and exterior finishes along with the metal edging at the roof. Also, continuous work with sheetrock, taping, painting, ceiling grid, start carpentry, and finish MEPs in the interior of the building. Lowell Elementary school will complete the contractor prequalification process and continue review of the bid documents.

Vivian Varbedian informed the School Building Committee that the trend is at 1.4% of total construction contingency for change orders which is in the healthy range. These presented financials on the Executive

Summary do account for the invoices but have not incorporated the change orders or amendment request that were approved tonight.

## 7. Project Schedule Updates

Vivian Varbedian discussed and presented the project updates for the Cunniff, Hosmer and Lowell Elementary School.

### Cunniff Elementary School

- Sept 3, 2021 – Building to be substantially completed, including perimeter
- Sept 7, 2021 – FF&E Installation begins
- Oct 12, 2021 – Grades K-5 occupancy

### Hosmer Elementary School

- Dec 30, 2021 – Building to be substantially completed, including perimeter sidewalks
- Jan 3, 2022 – FF&E installation begins
- Feb 7, 2022 – Pre-school & Pre-K Occupancy
- Feb 28, 2022 – Grades K-5 Occupancy

### Lowell Elementary School

- Sept 7, 2021 – Contractor pre-qualification
- Sept 14, 2022 – Advertisement for bidding complete
- Oct 6, 2022 – Bid documents available to general & sub-contractors
- Nov 16, 2022 – Filed sub-contractor bids due
- Dec 7, 2022 – General contractor bids due
- Feb 28, 2022 – Construction begins!

## 8. Elementary School Questions / Comments

- **Question 1** – Paul Anastasia asked if the hard floor casters are approved for the change in the flooring at Hosmer Elementary School. He is aware that changes occurred midstream to the Marmoleum floor, which is a little softer than the other floor, but it is labeled as hard floor casters.

**Response** – Julie Rahilly of Ai3 Architects stated “Yes” it comes with the glides that work with the flooring that is in both schools.

**Question 2** – Kelly Kurlbaum was questionable about approving change orders because no one has seen a lot on Lowell Elementary School lately.

**Response** – Vivian Varbedian informed Kelly Kurlbaum that an update will be provided on Lowell Elementary School schedule once design and engineering has started on the flat roof and solar panels. We will revisit and represent a rendering and a refresher for all on what Lowell Elementary School will look like once Cunniff Elementary School is completed. The request was given via the School Building Committee regarding installing solar panels as additional scope at Lowell Elementary School.

- **Question 3** – Steve Magoon asked if irrigation has already been planned for the field?  
**Response** – Vivian Varbedian confirmed that there will be no adding new, just irrigation modifications as a result of added amenities.
- **Question 4** – Kelly Kurlbaum notices that contract amendment #3 are just soft cost so it does not include any contracting cost to do the work; Is there an estimate on how much it would cost?  
**Response** – Vivian Varbedian stated that there is no estimate yet due to not having a formal design. This request is to start the design process. Chairman Sideris mentioned that this item is where the

town will have to participate in separately because it is above the scope of what was started for the School Building Committee to do.

- **Question 5** – AnnMarie Cloonan stated that she is confused where in the plans and in the neighborhood information for taking more green space with a prefabricated building and outdoor toilet on the O’Connel Field.

**Response** – Chairman Sideris stated that this was a request of the School Administration for some issues with woman softball and before proceeding, we have an idea of what it would look like. There will be a public forum to discuss the O’Connell Playground on the site or on Zoom. Vivian Varbedian added that the intent for the amendment to look at the design and engineering services is strictly to come up with a plan for the field. It is not approved to move forward yet.

- **Question 6** – An abutter asked if the invoices have been approved.

**Response** – Vivian Varbedian stated that “Yes” the invoices were approved as well as the amendments for additional services and an FF&E change order. Chairman Sideris informed all that the invoices that were approved were for design services only.

- **Question 7** – Brian Charlson stated that he sent a letter to the Committee asking about the conditions of the trees along the property line of Cunniff Elementary School.

**Response** – Vivian Varbedian informed him that Chairman Sideris forwarded the letter to the project team and all is aware of the concerns and looking internally as well with the town. Hill International will be in touch with an answer.

- **Question 8** – Maureen Foley asked when on the agenda that we will discuss the lighting concerns on the playground at the Hosmer Elementary School. Will the lights be on every evening? Will the lights be programmed? What do the lights represent?

**Response** – Vivian Varbedian stated that the lighting adjacent to the playground is on timers so won’t be on all night long. The lights are programmed. Julie Rahilly of Ai3 Architects added that there are a few lights on the playground area that are on timers. There isn’t any athletics scale site lighting and no full field lighting. It is a few lights at the playground areas for security reasons which are on timers. There is no over illuminating of the area.

- **Question 9** – AnnMarie Cloonan was not happy about the lightning on the O’Connell Field and the playground. It has historically never been lights or any security issues on the playground, park, or the basketball court. It is just very surprising to have these lights while it has always been lighting from dusk to dawn area. It just doesn’t make sense that this was done.

**Response** – Julie Rahilly of Ai3 Architects stated that she didn’t see the emails or lights that have been placed but there are lights that are replicated at the Brigham’s House. Julie will look at the electrical drawings/site lightning drawings to be sure to have this on the agenda for next School Building Committee meeting. Chairman Sideris reiterated that the lightning issue will be placed on the agenda for the next meeting.

- **Question 10** – Kelly Kurlbaum asked if there has been a design changes for Lowell Elementary School.

**Response** – Vivian Varbedian confirmed that no changes have been made. The only addition has been the solar panels.

- **Comment A**– Jimmy Mello complemented the School Building Committee, Members of the Planning Board, Ai3 Architects, Hill International and Brait Builders for doing a great job on building the schools. He stated that the Cunniff Elementary school is amazing.

- **Comment B**– Kelly Kurlbaum advised to show a spec of what lighting is being used. As a parent, Kelly believes that not all playgrounds are from dusk to dawn. She appreciates having lights in the neighborhood and the playground as it is a good idea to have the lights.

- **Comment C**– Elodia Thomas was concerned about project creep regarding the new O’Connell Field issue. She has never received a clear answer from the school on how they are using the fields, with what teams and what purpose. She is really concerned that every bit of space is taken up by batting cages and everything else. Hopefully this will be addressed in a more thorough way in the next meeting.
- **Comment D**– Jack Dargon added to the lightning that it was more of a broadside than a surprise. It seems like (9) lights are up but a dozen more looks like it will be up. This is not a nighttime playground; it is a daytime playground. If you want to have a nighttime playground or after hours, it should have been vetted with the neighbors. I believe that it will look like an entrance of a MBTA station.

**9. End of Elementary School Project Business Meeting**

Chairman Sideris ended the Elementary School Project Business meeting at 6:42pm.

DRAFT