

**Town of Scituate
School Building Committee
Hatherly Elementary School Project
Wednesday, June 12, 2024
6:30 – 7:30 pm**

M I N U T E S

Committee Members Present: Joe Annese (replacing Stephen Shea), Nicole Brandolini (chair), William Burkhead, Jonathan Burwood, Chris Carchia, Chris Cataldo, Jared Cianciolo, Andrew Goodrich (replacing Maura Curran), Nancy Holt, Gerard Kelly, Kevin Kelly, Janice Lindblom, Bruce Marshman, Tom Raab, Kristine Sheahan, @6:35pm

Committee Members Absent: James Boudreau, Gregg Davey, Jeff Halbig, Matt Marino, Bruce Marshman, Andrew Scanzillo, and Julie Ward

Others Present: Jon Lemieux, Vertex; Tom Hengelsberg, Don Walter, Dore & Whittier

1. Call to Order and Roll Call

Nicole Brandolini called the meeting to order at approximately 6:35pm.

2. Public Participation

None

3. Contract Amendments for the Project Team

Due to another meeting, Tom Raab asked to move the approval of consultant amendments up in the agenda. Tom Raab explained each amendment, its value, and commented that each was in accordance with the MSBA form 3011 budget.

- a. Motion to approve Vertex's amendment for OPM services from Design Development through Closeout in the amount of \$3,487,011. Motion by Tom Raab; seconded by Jonathan Burwood. Discussion – Chris Carchia discussed the current issue with the overage in the Water Treatment Plant and asked Jon Lemieux to comment about our project and cost control. Jon Lemieux discussed the moving forward process of evaluating the Construction Cost at three more milestones moving forward (at the end of Design Development, at the end of sixty percent Construction Documents (CD60) and at the end of ninety percent Construction Document (CD90). Those estimates from the Designer's estimator will be compared against the OPM's estimator's and if over the 3011 budget, then reductions will be made immediately to bring the project back into budget. Voice vote – **Unanimously approved 15-0**

- b. Motion to approve Dore+Whittier’s amendment for design services from Design Development through Closeout in the amount of \$10,829,520 by Jonathan Burwood, seconded by Gerry Kelly. No discussion. Voice vote – **Unanimously approved 15-0**
Tom Raab departed after these two votes.

4. Introduction of new Building Committee Members

Nicole Brandolini introduced and welcomed two (2) new members to the School Building Committee (SBC):

- a. New member Joe Annese is replacing Steven Shea as the Town’s Permanent Building Committee representative on the SBC
- b. New member Andrew Goodrich, Chair of the Scituate Select Board, is replacing former BOS chair Maura Curran who did not seek re-election

5. Meeting Minutes

Nancy Holt made a motion to approve the meeting minutes from the April 1, 2024, School Building Committee meeting. Andrew Goodrich seconded. Voice vote was taken - **Approved 12-0**.

6. Project Update

Tom Hengelsberg of D+W provided an overall timeline review with a September 2025 construction schedule start.

Gerry Kelly discussed the demand and finite supply of bidders on water treatment plant; a discussion about possible interest in the project ensued. Andrew Goodrich asked a question on the numbers of possible bidders that could be expected. Don Walter talked about firms that will traditionally chase their work; talked about their Consentino project that recently bid in Haverhill - 5 prequalified GCs, only 2 bid. Joe Annese commented that a lot can change between now and a year from now when we bid the project.

Don Walter explained the DD process - further developing the SD; at the end of DD we will be submitting for Site Plan approval and Conservation Commission review so there is no surprise when the applications are filed. Kevin Kelly asked when filing is likely? Don Walter indicated that it will likely be a couple of months before a preliminary filing and then a couple more.

7. Schedule Update

Building Committee

Tom H reviewed the upcoming summer meeting schedule:

- July 10 - few design details; project update
- August 7 - talking about exterior materials

There was a robust discussion about whether the two summer Building Committee meetings could be remote? The Committee members felt that it would be better to have the meetings in person.

Subsurface and Survey

Subsurface exploration is more in depth now

Boring and survey dates reviewed (see D+W calendar – ATTACHED)

Hazmat surveys in August at both schools

Discussed moving forward communicating more broadly to the entire community about schedule. First priority - no summer school and field use.

Allyson Mahar to continue to communicate with Sara Turling in Bill's office. Sara to cc: Michele's office. Weekly updates will be provided as the work gets rolling; sensitive to weather updates. Hatherly program starts on 7/8 but subsurface work close to the school will take place before the program starts.

8. DESIGN DEVELOPMENT REVIEW

Tom H. - Program elements settled; building and site components sized and located; specs written; DD cost estimate / budget check. Tom provided a User Group Meeting update.

Three days of user group update meetings were held with:

- Special Ed.
- General Classrooms, Art
- Library/Media, Dig Literacy, Admin, Music, Nurse

Locations, details for typical rooms; designing for the program, not the teacher

Sample classroom shown; OT/PT shown

Illustrated floor plan notes sample

Nurse's suite eligibility question (referred to MSBA by Vertex)

Admin suite SD - privacy in the open area discussion as an example / forgotten item table / pass through window?

Questions back to the WG.

Nurse's suite additional questions by Gerry / and Art questions - mostly storage

Tom Raab sat in on many of the meetings. Discussed D+W coming back and doing 3, 1-hour presentations for a go back to show progress and promote buy-in with the staff.

9. New Business - NONE

Motion to Adjourn by Nancy Holt

Seconded by Andrew Goodrich

Meeting was adjourned at approximately 7:30 PM.

APPROVED 8/28/24