



**MAYNARD
TOWN SCHOOL BUILDING COMMITTEE**

**MEETING MINUTES
Meeting # 53-17
October 5, 2011**

APPROVED

PRESENT	NAME	AFFILIATION	E- MAIL DISTRIBUTION
x	Robert Gerardi	Superintendent Maynard	✓
x	Pete DiCicco	Business Advisor Maynard	✓
x	Mike Sullivan	Town Administrator	✓
x	Laura Chesson	Principal, MHS	✓
x	Jerry Culbert	Committee	✓
No	Matt Briggs	Committee	✓
No	Philip Berry	School Committee	✓
x	Anthony Midey	Committee	✓
x	Ken Neuhauser	Committee	✓
x	Chris Johnson	Committee (FinCom)	✓
x	Bonnie Winokar	Committee	✓
x	Ed Mullin	Committee	✓
x	Bob Nadeau	Committee (Selectman)	✓
x	Gregg Lefter	Town Facility Manager	✓
x	Marie Morando	Secretary	✓

Additional attendees: Chuck Adam, Municipal Building Consultants and Jose Soliva Tappe' Associates

School Building

Committee

October 5, 2011

Meeting opened at 6:33 PM

Jerry Culbert, presiding

PD – no safety issues

AM – motion to approve the minutes of September 21, 2011, 2nd BW, motion passed 5-0

JC – motion to approve the following invoices:

Tappe Associates \$30,072 for the month of September

Municipal Building \$31,600 for the month of September

Blatman, Bobrowski and Mead \$840.00 for the month of September

CTA Construction – Application #2 in the amount of \$255,347.

2nd BN – motion passed – 5-0

Chuck Adam – went over the pencil request for the job- there was confusion the pencil was not received until late Friday and Pete and myself worked all weekend to get it to Tappe by Monday for their review and to the board. We went over the procedure with CTA and we are now on the same track. His recommendation is that we pay this pay application.

Question was asked about work performed or not performed; Municipal goes through the application to make sure that all the work that has been, if the work has not been performed it will not be paid out on an application. If there is an error, will cut it out of the application – this is our job to find the errors before they get to the owner.

Municipal –submitted monthly report; blasting will be starting, it was scheduled to start today, but has been delayed; all ledge removed is approved by Peter Cox; the allowance should cover the removal; they will notify the day before the blasting.

Pre-blasting surveys were completed; they working in “D” area; fence is up on the entire site; the fire department was called in for blasting today when this was cancelled the fire department has to pay the officer for 8 hours, submit a bill. Building permit was issued; sub-contractors will apply for their own permits. Still working on the trailers; full schedule from CTA at next meeting.

Elevator bids; Eagle withdrew their bid; United Elevator withdrew we would like to award the contract to Delta Beckwith. There will be an additional change order of \$66,100; we could keep the bond or return it, yet to be determined.

M Sullivan: small recourse to send a letter to the AG’s office; we should have a letter placed in their file at DCAM.

JC – motion to accept the request of United Elevators to withdraw their bid 2nd by AM
Discussion: since we are professional organization and we are letting them withdraw and the additional cost is \$66,100; we should have something put in their file at DCAM

School Building

Motion passed – 7- 0

JC – motion to award the elevator contract to Delta Beckwith in the amount of \$159,000
2nd KN – motion passed – 7-0

JC – motion to authorize Tappe to initiate change order requests from CTA in the amount of \$66,100 for the elevator; plus the bond costs (they would verify the costs)

2nd BW –

The change orders will come to the school building committee for acceptance

One for the glass and the other one for the elevator

Motion passed – 7-0

JC – motion to submit a letter to Attorney General’s office, Division of Labor Management against Eagle Elevator

2nd BW – discussion: it is apparent that they didn’t count the additional elevator and that their bidding was wrong; when that happened CTA should have been red flagged; since there are regulations for sub-bidders; we cannot negotiate with any sub-bidder.

Motion passed – 7-0

M Sullivan will have town counsel draft a letter.

C Adam – we still need to vote on the non-discretionary work for town’s approval; This is to manage the construction for unforeseen change orders; if we had to wait for a building committee meeting to get approval this would hold up construction. This would be for change orders less than \$25,000. The committee needs to vote to give this authority on an emergency basis; this is not wish list stuff. The OPM would contact the person with authority. The suggestion was made that Greg Lefter, Facilities Manager would be the individual and then the GL would let the following know immediately of the request for the change order, Mike Sullivan, Pete Cox, and Jerry Culbert.

At our the meeting of September 21st, 2011, the motion was made but not acted upon;

JC – vote no on the original “motion to allow the Chairman, Jerry Culbert, SBC, to approve change orders up to \$25,000 with the approval of OPM and Tappe” 2nd AM – motion passed 7-0

New motion:

JC – motion to allow Greg Lefter, Town Facility Manager responsible for approval of non-discretionary change orders up to \$25,000 only after discussion with OPM and Tappe’

2nd BN

Motion passed -7-0

JC – future meetings – once a month; we now meet 1st and 3rd Wednesday’s of the month; we would like to stick to one of those weeks; The 1st Wednesday of the month.

C Adam: That would work with the pay applications from CTA.

JC – motion to modify the meeting schedule to the first Wednesday of each month

School Building

2nd AM – any discussion – BN – it will be hard for me to make those meetings because of conflict – Motion passed – 7-0

Next meeting is scheduled for November 2, 2011 at 6:30 at the Coolidge School Building.

MS – talked about the great bond rating the town received and how it was going to reduce the yearly amount to the taxpayers/

PD/GL – discussed – CHPS – - need to get it on the school committee's agenda for the next possible meeting. What is the school district's policy.

To adopt the Green Clean program; and we also need a letter of intent from the school committee; will speak with Colleen in the Superintendent's office to put it on the October 27, 2011 agenda.

MS – Article 11 for the Town Meeting: Boiler in the Fowler and Coolidge – we are asking to expend the money from a 2007 bond for MHS and Green Meadow in the amount of \$61,800 to pay for the replacement costs.

Last week we bonded \$9.8 million – we are bond rating was increased from A2 to AAA3

The bond was 2.79% which lowers the increase to the tax payers for the school. It was averaged out that it would cost approximately \$468. And now it should be \$292. The commercial properties will save a great deal of money.

AM motion to adjourn – 2nd BN – 7:50 pm – motion passed -7-0