



**MAYNARD
TOWN SCHOOL BUILDING COMMITTEE**

**MEETING MINUTES
Meeting # 67-12
November 15, 2012**

Approved

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

Additional attendees: Chuck Adam and Pat Saitta, Municipal Building Consultants and Brooke Trivas, Tappé Associates

School Building

November 14, 2012

Meeting opened at 6:35 p.m.

- **Safety:**
 - **Safety issues highlighted in the schools.**
 - No discussion

- **Finance:**
 - **Review and approve project change orders (If applicable)**

MBC and Tappé presented change order #9 in the amount of **\$15,196.00** which includes the following items:

RCP 029R which revised partition between rooms B 134 and B 135 per SKCA – 15, revised 11/8/12 to include hollow metal window frames with laminated glass in lieu of storefront system. The changes were required to maintain the visibility from the classroom to the tech classroom. The cost of the changes was negotiated between the CTA, Municipal and Tappe.

 - **Review and approve any project bills presented to the committee.**

Jerry presented the following invoices for the committee's approval:

 - voted approval
 - Municipal – \$32,480 – for monthly OPM services – motion by Anthony, second by Phil , all present voted approval
 - Tappé Associates – \$31,036.00 – for monthly construction phase services – motion by Anthony, second by Matt, all present voted approval
 - CTA Construction – monthly requisition in the amount of \$2,138,359.00, for the work completed through September – a motion was made by Anthony and seconded by Dave Gavin, all present voted approval.

- **Full Committee:**
 - **Approve minutes:**
 - Motion made by Dave and seconded by Anthony to approve the October 10, 2012 meeting minutes as submitted. All present voted approval

 - **Overall progress:**
 - Municipal – Construction update / General schedule update:
 - MBC provided a general update on the progress of the project.
 - Progress in all areas is going well.
 - MEP rough in progressing well. RTU's set on roof and in process of being connected.

School Building

- Permanent gas and electrical services are almost complete
 - Exterior envelope work is progressing well. Brickwork occurring in all areas. Metal panels and other finishes have started.
 - Windows are being installed in some parts of the building.
 - Mason work almost at completion.
 - Sub-contractor for site work is off site until January. A lot of activity around the site. He will be back to work on drainage and parking lots.
 - Interior is being framed.
 - Drywall replacement in progress.
 - Extra cameras were installed
 - Copper is being installed.
 - Roofers on project waiting for 3-4 dry days to start working again on areas.
 - Project is roughly 53% complete at this requisition
 - Manpower count is hovering around 65 – 70 each day.
 - The contractor, MBC and Tappé are monitoring the schedule closely. CTA has set a milestone of Thanksgiving to have the entire building enclosed. This is being monitored closely.
 - The building will have temporary heat within the next week; plumbing inspector asked for changes
 - Automatic control system installed; building needs to be tight before the start the system
 - Cash flow is where it should be
 - Change orders – are at 17% of the contingency this does not include the change order that was approved tonight.
 - Hefty allowances made for the tear down of the old high school
 - GC had contractors walk through the old high school after school hours to look at the building for demo
 - Selectmen Gavin requesting daily signage showing the number of contractors on site during the winter months; discussion will be posted monthly.
- **Open issues/New Business:**
 - Tappé to update committee on FFE design meetings – they will begin over the next few weeks. Budget will be monitored closely.
- **Next Meeting: December 12, 2012 at the school department offices**