

**West Elementary & Shawsheen Preschool Building Committee Minutes**  
**Wednesday, January 18, 2023 – 7:00PM – via Web Ex**

**Participating**

<b>Voting Members:</b>	Chair-Joel Blumstein, Dr. Magda Parvey, Andrew Flanagan, Siggy Pfendler, Carol Green, Heather Eigen, Paul Rollins, Susan McCready, Liz Roos, Jennifer Hunt, Patrick Lawlor, Janet Nicosia, Rick Almeida, Elizabeth Roos
<b>Non-Voting Members:</b>	Keith Taverna, Tracey Spruce; Mark Johnson, Esq.
<b>PMA Consultants:</b>	Brian Abdow, Kevin Weeks, Brian DeFilippis; Karina Pena
<b>SMMA Architects:</b>	Lorraine Finnegan
<b>CM at Risk Contractor:</b>	Michael Marcella, Nathan Burnham
<b>Town/School Staff:</b>	Nicole Kieser
<b>Community Members:</b>	Steve Fink

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West Elementary School Building Committee Chair (SBC), Joel Blumstein, opened the meeting at 7:00 PM. The meeting was held via Web Ex. First on the agenda, Mr. Blumstein introduced Patrick Lawlor as the new Chief Financial Officer for the Town of Andover and now will take the place of Donna Walsh, who has retired. The Chair welcomed everyone to the meeting and he reminded anyone who wanted to send in comments should send them to [Scremote@andoverma.us](mailto:Scremote@andoverma.us).

**Approval of Minutes. Vote Expected**

*Minutes of November 16, 2022 and December 21, 2022*

Mr. Blumstein asked for a motion to approve. There were no comments/edits made.

*Ms. Hunt moved that the West Elementary School Building Committee vote to approve the minutes from the November 16, 2022 and December 21, 2022 meetings. The motion was seconded by Ms. Roos and voted to accept on a 11-0 vote with 2 abstaining.*

**Approval of Invoices. Votes Expected.**

*Mr. Flanagan moved that the West Elementary School Building committee vote to approve the PMA Consultants (includes charge from Ataine, a consultant for PMA) invoice #04303-44 in the amount of \$89,585.56. The motion was seconded by Ms. Roos and unanimously approved on an 13-0 vote.*

*Ms. Hunt moved that the West Elementary School Building committee vote to approve the SMMA Consultants invoice #0058567 in the amount of \$60,000. The motion was seconded by Ms. Roos and unanimously approved on an 13-0 vote.*

*Ms. McCready moved that the West Elementary SBC vote to approve the Gilbane Invoice #202212-J690 in the amount of \$5,352,668.76. The motion was seconded by Ms. Hunt and unanimously approved on an 13-0 vote.*

**UPDATE ON CONSTRUCTION ACITIVITY AND TRADE AND NON TRADE CONTRACTS**

**PowerPoint Presentation: Updates as of January 18, 2023 (progress from 12/21/2022)**

Mr. Marcella from Gilbane Co stated that construction of the new building foundation was completed at the end of the year. They have had a successful installation of main underground electrical conduit; and continued installation of the underground water loop piping because of the favorable weather conditions to date. The driveway work for bus access is underway as well, along with the ongoing Wing B, C and D interior plumbing installation. Two trucks of structural steel frame and metal decking for the flooring will be delivered on Monday, January 23, 2023. The group has also strategized for student engagement to be part of the project. Gilbane has been very responsive in putting up a look through so that students and others can view the progress of the project.

Ms. Nicosia informed the Committee that the first step regarding solar will be done at Town Meeting in May when a number of related articles will be presented to authorize a Power Purchase Agreement (PPA) through which the Town would lease a portion of roof to a company which would install and maintain the solar panels. The warrant articles will address both Bancroft and West Elementary school. Because of recent legislation, we now have a clearer picture of what solar can do for these projects. A decision has not been made as to whether the Town will ultimately pursue a PPA or vs. an Ownership Model. You can't get a financial picture until you are within 18 months of installing the solar panels on the roof when you can lock into a deal. The approval of the SC will also be needed since there is a lease agreement that the school department will be involved with for these panels.

Mr. Marcella continued to inform the Committee about the trade contract/subcontract award status. The 15 trade contracts have been issued and executed to successful bidders. Out of 30 subcontracts, 25 have been issued; 13 executed/12 still need to be returned by the subcontractors. The remaining 5 - synthetic turf field, outdoor athletic equipment, wetland boardwalk/decking, wetland helical pile foundations and fencing – are still in the procurement process, with the hope of obtaining a more advantageous pricing later this year..

Mr. Burnham explained the buyout savings/loss truing up process. They anticipate doing these in February. Gilbane submits an authorization to proceed for reconciliation to PMA/SMMA/ToA. Mr. Blumstein questioned the building concrete and what has changed. Mr. Burnham explained that there are changes over time. They include to maximum possible in the GMP, the risk is against Gilbane's contingency not outside of it. This is part of the process. He anticipates there being a net overall savings.

## **OPM UPDATES**

Mr. DeFilippis stated PMA submitted the Budget Request Revision (BRR) – this is done anytime money is moved from one line to another line - to MSBA. MSBA issues a budget bid amendment to the project funding agreement (PFA) between the Town and MSBA. There will be 14 days to respond to this. There will be a bi-monthly site walk with MSBA. The next one is in March. They will be reviewing policy and procedures, plus change orders on a quarterly basis. Monthly updates to MSBA including ProPay submissions will continue as well.

Amendment 9 update – change in the contract request. Gilbane is reviewing this with their legal team at this time. Once PMA gets this back from Gilbane, they will put this on the next agenda. This basically is the cleanup of the contract between the Town of Andover and Gilbane.

## **STUDENT ENGAGEMENT**

Mr. Blumstein asked Jennifer Hunt to speak about this agenda item. Ms. Hunt stated that last week there was a brainstorm session on how to bring the construction project to life for the students, and talked about organizing student assemblies, having students ask questions per grade level. They talked about potentially doing some live streaming to view the construction site. Ms. Eigen had a great idea of putting up posters about the construction phases; some teachers had ideas of doing writing assignments, etc. Ms. Hunt said she's working with Ethan Zebar, the AHS ESIC intern and Stephen Fink. The subcommittee will meet again to see where they stand on this project of student engagement.

## **COMMUNICATIONS**

Ms. Blumstein stated that Ms. Kieser would be taking pictures of the steel going up on the site. The time lapse camera has now been installed on the roof of the present West Elementary building. There are some logistics to be worked out but we hope to have that working soon.

Next, Mr. Blumstein noted there will be a “topping off” ceremony – installing of the final steel beam – hopefully at the end of March. This will be another opportunity to engage students as was done with the Bancroft project.

The next 2 meetings, in February and March, can still be virtual because of current legislative measures. But time will tell what type of meetings the Committee will hold in April. Mr. Blumstein asked the Committee to let him know their preference of holding morning or evening meetings if they do proceed to in-person meetings. February 15, 2023 at 7PM will be the date and time of the next meeting. Jennifer Hunt won't be able to make this meeting since she has another commitment.

*Ms. McCready moved that the West Elementary School Building Committee vote to adjourn the January 18, 2023 meeting. Ms. Roos seconded the motion and it was approved on a 13-0 vote. The meeting was adjourned at 8:00PM.*

Respectfully,  
Alison Phelan, Recorder

**CERTIFICATION**  
Town Clerk, Town of Andover  
***Austin Simko***

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Date:

Town Stamp: