

West Elementary & Shawsheen Preschool Building Committee Minutes
Wednesday, April 14, 2021 – 7:00PM

Participating via remote

Access Voting Members: Chair-Paula Colby-Clements, Dr. Claudia Bach, Rick Almeida, Heather Eigen, Carol Green, Jennifer Hunt, Susan McCready, Janet Nicosia, Siggy Pfendler, Paul Rollins, Elizabeth Roos

Non-Voting Members: Steve Nembirkow, APS Chief Operations Officer, Tracey Spruce, Mark Johnson

PMA Consultants (remote): Brian DeFilippis, Karina Pena; Kevin Weeks; Steve Rusteika

SMMA Architects (remote): Lorraine Finnegan;

Community Members: Steve Fink;

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7PM. Because of the emergency state of government due to Covid-19, all SBC members are participating via WebEx. All votes will be taken by roll call at this meeting.

The Chair started the meeting with the announcement the West Elementary SBC has been unanimously approved by the MSBA as of today's Board meeting this morning. The project now needs to be approved by a two-thirds vote at Town Meeting on June 5th and on June 15th a majority vote is needed at the ballot box. Reminder that residents can get their ballot 5 weeks ahead of time if they will not be present at these meeting dates.

Approval of Minutes. Vote Expected

Minutes of March 24, 2021

On a Motion made by Liz Roos and seconded by Jennifer Hunt, the West Elementary School Building Committee approved the March 24, 2021 minutes. On a roll call vote, the motion for the March 24, 2021 meeting minutes was approved on a 10-0 vote.

Approval of March Invoices. Vote Expected.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303 dated April 5, 2021 for services covering the period of March 1- 31, 2021 for the amount of \$11,984.38.

On a Motion made by Jennifer Hunt and seconded by Susan McCready, the West Elementary School Building Committee approved the PMA invoice read by the Chair today. The motion was approved on a roll call vote 1-0.

The Chair submitted for payment approval – Invoice from SMMA #0054656 dated April 6, 2021 for services covering the period of February 20 to April 2, 2021 for the amount of \$15,000.00.

On a Motion made by Susan McCready and seconded by Jennifer Hunt, the West Elementary School Building Committee approved the SMMA invoice read by the Chair today. The motion was approved on a roll call vote 10-0.

Update on MSBA Board Vote

The Chair already gave an update on this. We received full approval on this today and we are very excited about this vote today.

Update on CM at Risk

Mr. DeFilippis stated that the Construction Manager (CM) at Risk qualification team met and received 6 prequalification packets from 6 firms: Commodore, Sigley, Gilbane, Shawmut, Suffolk, WT Ridge. They invited the 6 firms to come out and walk through the West Elementary building on April 1 with questions follow up. The RFPs will be due April 19th; with the prequalification meeting on May 3rd to review the submissions. Next, the short list interviews will be set on May 14th and May 17th. Mr. DeFilippis added that the any licensed contractor can submit a packet. The prequalification team then prequalifies the submissions. Based on this if the contractor makes the prequalification, they will receive a RFP packet. A selection of the CM will be made right after the Town Meeting. Holding the Extended Day Program at West Elem may present an issue during the summer of 2022. Mr. DeFilippis will speak with Ms. Hunt about using the building during the summer of 2022. Ms. Hunt said they could probably switch the Extended Day program to another school for that summer and work with Ms. Zaines, Building Coordinator, to cancel any other programs for the building.

Update on Community Outreach

The Chair stated that there is a very active group in the community, Yes to WESP, to gain support for the project. Public support has been steadily gaining for the project. She stated that the CoA has issued a letter of support for the project, the feedback is very positive. Ms. Colby-Clements thinks we should have 1 more public forum before Town Meeting. She was hoping sometime during the 2nd week of May. Ms. Hunt talked about ACE's support and the video they created recently for the West Elem project. She would like to see the video used during the forum. The Chair concurred with that idea, so she will approach Jennifer Sristava about the video. Wed, May 19th seems to be the date to settle on; meet as a committee from 6:30-7pm, then have the public forum at 7pm.

On a Motion made by Claudia Bach and seconded by Liz Roos, the West Elementary School Building Committee voted to adjourn the March 23rd meeting. The motion was approved on a roll call vote 1-0. The meeting was adjourned at 7:30PM.

Respectfully,
Alison Phelan, Recorder

CERTIFICATION

Town Clerk and Chief Strategy Officer: Austin Simko

Date:

Town Stamp: