

**West Elementary & Shawsheen Preschool Building Committee Minutes**  
**Wednesday, August 4, 2021 – 7:00PM**

**Participating via remote**

**Access Voting Members:** Chair-Paula Colby-Clements, Dr. Magda Parvey, Carol Green, Susan McCready, Janet Nicosia, Paul Rollins, Elizabeth Roos, Rick Almeida, Joel Blumstein, Siggie Pfendler, Jennifer Hunt

**Non-Voting Members:** Mark Johnson, Paul Szymanski, Tracey Spruce

**PMA Consultants (remote):** Brian DeFilippis, Karina Pena;

**SMMA Architects (remote):** Matt Rice

**CM at Risk Contractor (remote):** Michael Marcella, Walter Kincaid, Joe McCoy

**Community Members:** Steve Fink

---

West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7PM. The meeting was held virtual via Web Ex meeting.

The Chair introduced Dr. Magda Parvey, Andover's new Superintendent and new member to the Committee. Ms. Colby-Clements also announced that she would be stepping down from the Chair role as she is been appointed to the Finance Committee and per town charter cannot serve on 2 Committees. However, there seems to be an intention that Ms. Colby-Clement will be appointed as the Finance liaison to the SBC. Tonight, she will run this meeting and the Committee will vote on the next Chair.

***Approval of Minutes. Vote Expected***

*Minutes of June 16, 2021*

Mr. Blumstein stated that he was happy to join the SBC tonight as the newest member. He noted that the Town vote on the ballot box vote was 78% not 71%, Ms. McCready also pointed out that the June 16<sup>th</sup> meeting was an in person meeting not remote thru Web Ex.

*Ms. McCready moved that the West Elementary School Building Committee vote to approve the minutes from the June 16<sup>th</sup> 2021 meeting. The motion was seconded by Liz Roos, and voted 9-0 to approve.*

***Approval of June Invoices. Vote Expected.***

The Chair submitted for payment approval – Invoice from PMA Consultants #27 dated Aug. 4 2021 for services covering the period of July 1 – July 31, 2021 for the amount of \$11,290.84 and PMA Consultants invoice #25 dated June 7, 2021 for services covering the period of May 1 – May 31, 2021 in the amount of \$9,207.96.

*Ms. McCready moved that the West Elementary School Building Committee vote to approve both invoices for payment. The motion was seconded by Rick Almeida and voted 10-0 to approve.*

***Intro to Gilbane (Construction Manager at Risk)***

Now that the building project has full approval through the recent votes taken at Town Meeting and the ballot box, the CM at Risk can now begin their work. Mr. DeFilippis introduced members of the Gilbane team: Michael Marcella, Walter Kincaid, Joe McCoy.

Mr. Kincaid, Sr. Project Executive, introduced himself to the Committee and stated they were happy to be part of the project. Mr. Marcella introduced himself as the onsite project executive and Mr. McCoy chief estimator and vice president of the company in his 31<sup>st</sup> year. Mr. McCoy's role is to maximize the value of the project.

Mr. Kincaid displayed the Gilbane Project Team though a power point presentation explaining the various roles of the core team. \_\_\_\_\_ They have many years of experience with schools: Dearborn, Winthrop, Marblehead, Quincy to name a few some with occupied campuses and some without.

Mr. McCoy stated a successful preconstruction phase is important to the success of the project. They did a check estimate and created a nice framework to see the scope of the project and cost. They report that the project is on

budget. This sets them up in a good position for design development, though, the market is challenging now. Ms. Nicosia asked about the \$400,000 less in foundations and furnishings/fixtures (\$256,000 less than original estimate). Mr. McCoy responded that in his review it's just the way they allocated the costs in terms of the foundations. Furnishings is something that is provided by them (i.e. window treatment, things that are attached), the differences are relatively minor. Mr. Blumstein asked if the estimates are based on current market or what they think it will be. Gilbane stated they price it in today's dollars and the escalation is the factor they take in to account – what the cost will be at the start of construction. They do believe costs will level off.

Mr. Kincaid said the next steps after reconciling the budget will be to engage stakeholders with the level of detail and understand the community. Ms. Nicosia said that PMA has worked on 4 projects with the town, so they will be very helpful to Gilbane with contacts. Mr. DeFilippis said there have been site explorations, new meetings set and new Design Development estimates due at the end of September and a packet due to MSBA on October 21.

Mr. Rice talked about the programming meetings which were held last week. This is to talk about how spaces are positioned and fitting of spaces (equipment for instance). For the rest of the staff, more meetings have been set up in mid-September. Focus group meetings will be held in September. The challenge is to get the packet ready at the same time these meetings are occurring, but they feel comfortable with the timetable.

### **Selection of New Chair**

Ms. Colby-Clements explained that once she was appointed to the Finance Committee, the Town Manager was charged with the appointment of filling this role. There were a few applicants, the TM interviewed the applicants and the Select Board voted on Joel Blumstein. Mr. Blumstein led the charge of the PAC that helped with the vote for the project. Mr. Blumstein has led other committees and was on the Andover School Committee for 6 years. Ms. Colby-Clements did ask the Committee if anyone was interested in nominating a Chairperson. Ms. Roos nominated Joel Blumstein; Mr. Blumstein consented and stated he would be honored to serve as the next Chair of the SBC. Ms. Colby-Clements thanked Mr. Blumstein and the SBC for their service. Mr. Blumstein thanked Ms. Colby-Clements for her leadership and work for the SBC project. Community member, Mr. Fink, stated that he was pleased to see Mr. Blumstein appointed as the next Chair for the committee.

*Ms. Hunt moved to appoint Joel Blumstein as the new Chair of the West Elementary-Shawsheen School Building Committee. The motion was seconded by Liz Roos and voted 10-0 to approve.*

The School Building Committee will meet again on Wednesday, September 1, 2021 at 7PM next meeting. The Committee will meet virtually for this meeting. A meeting once a month is all that is needed at this time on the first Wednesday. Meeting virtually will be the rule of thumb for now.

*Mr. Blumstein moved that the West Elementary School Building Committee vote to adjourn the August 4, 2021 meeting. Mr. Almeida seconded the motion and it was approved on a 9-0 vote. The meeting was adjourned at 8:10PM.*

Respectfully,  
Alison Phelan, Recorder

### **CERTIFICATION**

Town Clerk and Chief Strategy Officer: Austin Simko

Date:

\_\_\_\_\_

Town Stamp: