

MEETING MINUTES

Project: Peabody Welch Elementary School
 Subject: School Building Committee Meeting
 Location: Zoom Conference Call
 Distribution: Attendees, Project File

Project No: MP17-114
 Meeting Date: 2/16/2023
 Time: 9:30 AM
 Prepared By: A. Place

Present	Name	Affiliation	Present	Name	Affiliation
✓	Edward Bettencourt*	Mayor	✓	Mike Burton	DWMP
✓	Beverley Ann Dunne*	SBC Chair	✓	Christina Dell Angelo	DWMP
✓	Josh Vadala*	Superintendent		Mike Cox	DWMP
✓	Sam Rippin*	SBC Member		Rachel Rincon	DWMP
	Jarrold Hochman*	SBC Member	✓	Aidan Place	DWMP
	James Hafey*	SBC Member		Donna DiNisco	DiNisco
	Peter McGinn*	SBC Member		Ken DiNisco	DiNisco
	Ryan Melville*	SBC Member		Vivian Low	DiNisco
✓	Michelle Massa*	Welch Principal	✓	Jeff Oxsalida	DiNisco
✓	Kara Migliozi*	SBC Member	✓	Jim Shuttlesworth	DiNisco
	Michael Gingras	SBC Member	✓	Todd McCabe	Consigli
✓	Edward Colbert*	SBC Member		Kristy Lyons	Consigli
	Albert Talarico	SBC Member		Andrew Malian	Consigli
	Jillian Gonzalez*	SBC Member	✓	Chris Kavanaugh	Consigli
✓	Jenn Dort*	SBC Member		Amber Peach	Consigli
✓	Elizabeth McGivern*	SBC Member			
	Kerri Anne Wheeler*	SBC Member			
✓	Daniel Doucette	SBC Member			
	Thomas Griffin	SBC Member			
	Christopher Lord*	SBC Member			

* SBC Voting Member

Item No.	Description	Action
32.1	<p>Call to Order: 9:33 am meeting was called to order by SBC Chair B. Dunne with 9 of 16 voting members in attendance.</p>	Record
32.2	<p>Previous Topics & Approval of January 19th, 2022, Meeting Minutes:</p> <p>A motion to approve the 1/19/2023 meeting minutes as submitted made by E. Colbert and seconded by B. McGivern. Discussion: None. Roll Call Vote: E. Bettencourt – Yes – J. Vadala – Yes - B. McGivern – Yes – S. Rippin – Yes J. Dort - Yes - B. Dunne – Yes - M. Massa – Yes – E. Colbert – Yes – K. Migliozi - Yes. Abstention: None. Motion passes, minutes approved.</p>	Record
32.3	<p>Construction Update:</p> <ul style="list-style-type: none"> - C. Kavanaugh starts the construction update. Goes over the exterior status of the building, received the operable vents for the windows. Explains The black material as shown will be what is visible come turnover of Phase 1. Installation of exterior siding material will not take place until after Phase 1 turnover. Then goes over the roof, explains they used a crane to move the heat pumps for the VRF system. They also landed the three equipment rooftop curbs are for all the units, comprising of (1) ERU (Energy Recovery Unit) and (2) AHUs (Air Handling Units) Then goes over the mockup classroom, they are in the process of installing millwork. Mentions a major milestone of the project, which is the above ceiling inspection, they took out temporary lighting and replaced with the permanent lighting. Then goes over the tile installation at the bathrooms, also shows the epoxy flooring that has been installed. Plumbing fixtures are currently being installed. Shows the tile wainscot installed on the walls of the hallways, which is being protected currently. Then goes over the trauma office suite, have installed the majority of the glazing, all overhead work is installed, flooring prep is starting end of this week. Shows a picture of the skylight in the main entrance, as well as the storefront at the admin conference room, which is installed. Talks about the media center which the frame has been installed and the fixtures are now being hung. Goes over the administration suite, the ceiling grid is installed, has been painted and the glazing has been installed. In the mechanical spaces the hot water heaters have been installed and piped, the electrical fit out is ongoing. Goes over the activities that will be going on over February break. Discussed the power shutdown on 2/21 as coordinated with PMLP for tie in of existing switchgear to new electrical panels. Discussed the temporary ductwork installation for the Option D temporary air, tying into existing HV-1 located adjacent to the cafeteria, which was finalized over the month of February. Discussed the overhead plumbing main on occupied main corridor to tie into new bathrooms on Phase 1 	Record

	<p>They will be taking measurements to release materials early. They will be verifying some dimensions above the ceiling at the existing elevator shaft. Also, will be measuring handrails at all three stairwells.</p> <ul style="list-style-type: none"> ➤ B. Dunne asks what the final exterior color of the Porcelanosa will be once installed. C. Kavanaugh says they are still working through it but believes it will be a grey shade with minor accent colors. J. Oxsalida confirms what C. Kavanaugh said it be accurate. 	
32.4	<p>Budget Update:</p> <ul style="list-style-type: none"> ➤ C. Dell Angelo goes into the budget update. Says nothing has changed from the soft costs budget. Have just approved change order #6, which will go to the mayor’s office for execution and approval. Says there is \$641,938 in owners’ construction contingency. Currently forecasting about \$83,000 from CR’s, which are currently being reviewed. Currently have \$657,481 in GMP contingency remaining and forecasting \$180,811. 	Record
32.5	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <ul style="list-style-type: none"> ➤ C. Dell Angelo says in the next SBC meeting they will go over the next steps and overview of what will happen over April break. ➤ D. Doucette wants to put on record of trying to organize a walkthrough of the site for the committee, suggests after April break. 	Record
32.6	<p>Public Comments:</p> <ul style="list-style-type: none"> ➤ None. 	Record
32.7	<p>Next Meetings:</p> <ul style="list-style-type: none"> ➤ SBC 33 – TBD, will confirm at a later date. 	Record
32.8	<p>Adjourn: 10:03 am A motion was made by M. Massa and seconded by K. Migliozi to adjourn the meeting, Discussion: None. Meeting adjourned.</p>	Record

Sincerely,
DORE + WHITTIER
 Aidan Place
 Assistant Project Manager
 Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.

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