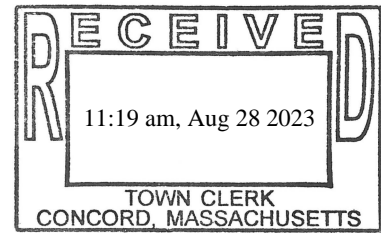




Concord Middle School Building Committee
 Dawn Guarriello, Co-Chairperson Pat Nelson, Co-Chairperson



Meeting Minutes
Thursday, July 20th, 2023

Call to Order:

- Co-Chair D. Guarriello called the meeting to order at 7:30AM.
- The recording of this meeting: [Concord Middle School Building Committee Meeting - Zoom](#)

Name	Present	Name	Present	Name	Present
CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:					
Alexa Anderson*	P	Peter Fischelis*	P	Chris Popov*	P
Robert Conry	NP	Russ Hughes	P	Charlie Parker*	P
Court Booth*	NP	Dawn Guarriello*	P	Matt Root*	P
Heather Bout*	P	Laurie Hunter*	P	Steven Stasheski*	P
Frank Cannon*	P	Mark Howell*	P	Eric Simms	NP
Justin Cameron	P	Kerry Lafleur	P	Megan Zammuto	NP
Gail Dowd	NP	Pat Nelson*	NP		
Hill International					
Peter Martini	P	Ian Parks	P		
John Cutler	P	Jonathan Teixeira	P		
SMMA / Ewing Cole					
Lorraine Finnegan	P	Matthew Rice	NP	Keith Fallon	NP
Will Smarzewski	NP	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	P

*P=Present, NP= Not Present *=Voting Member*

Approval of Meeting Minutes

- CMSBC meeting minutes from June 29th.

Motion:	Approve June 29th meeting minutes CMSBC meeting minutes as written.
Motioned by	S. Stasheski
Seconded by	A. Anderson
Y = Approve (11) N = Reject Motion carries to approve the meeting minutes unamended by unanimous vote. Note: Two (2) voting members were not present for the vote.	

Correspondence/Communication

- The CMSBC received one correspondence asking about general construction for the Middle School project.
- H. Bout on behalf on the CMSBC expressed gratitude and appreciation for all the ways the Town has supported the project, beyond just funding the project.
- CMSBC reports are still being distributed to the public monthly.

OPM Update

- *Technical Review Committee & Financial Update:*
 - Hill reviewed the documents approved by the Technical Review Committee (TRC) at the Technical Review Committee meeting held on 7/13/23.
 - The TRC and the Town Manager approved and executed a contract with Fenagh Engineering and Testing for a Not-to-Exceed amount of \$254,015.
 - To execute this contract \$39,115 had to be pulled from owners contingency.



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- In July, project expenditures which consisted of Hill and SMMA were \$200,660. Total expenditures on the project to date total \$8,456,089.
 - The TRC did not approve CTA's June invoice as contractually they are required to have an approved Schedule of Values prior to the approval of their second requisition.
 - Hill noted some of the variance between projected and actual cash flow is the use of contingency, which is projected as being spread throughout the project has not been utilized to date.
- *Construction/General Contractor Update:*
 - Hill presented a construction/contractor progress update presentation which included site pictures taken by Hill's full time site manager.
 - Building Permit issued: July 17th.
 - Rebar Inspections start: July 19th.
 - Concrete and Foundations start: July 20th.
 - Erosion Control: Maintenance of Silt Fence and Waddle ongoing.
 - Demo of existing playground equipment ongoing.
 - Strip, stockpile, and screening loam ongoing.
 - Establishing construction entrances at Old Marlboro Road is ongoing.
 - Temporary Trailer set up is ongoing.

CPC Funding

- P. Fischelis updated the CMSBC at the recent CPC meeting. L. Hunter and her office will be spearheading the application.
 - L. Hunter noted the application is due September 9th, and that the process was ongoing.

Public Comment/CMSBC Member Comment

- S. Stasheski asked, on behalf of a neighbor, how the protection of trees was going on the project, if there were any concerns with the compression of roots or runoff from the site.
 - L Finnegan responded that the specifications include a tree protection plan, and SMMA's Landscape Architect had walked the site with the Tree Warden.
 - They consider the tree all the way out to the drip edge, not just the trunk, so protection starts there.

Next Steps / Meeting

- The next CMSBC meeting will be held on Thursday, August 24th, 2023, at 7:30AM.

Adjourn

- Co-Chair D. Guarriello adjourned the meeting at 8:05AM.