

Project: **EAST GLOUCESTER ELEMENTARY SCHOOL**

Project No: HII - 1809300

Meeting No: 32

Location: Virtual Zoom Meeting

Date: November 5, 2020

Recorded By: William Booth

Purpose: School Building Committee Meeting

File: 1809300 – A02-00

MEETING MINUTES

ATTENDEES

<i>Name</i>	<i>Initials</i>	<i>SBC Member Designation</i>
Jonathan Pope, Co-Chair	JP	School Committee Member*
Richard Safier	RS	Committee Member*
Gregg Cademartori	GC	Planning Director, City of Gloucester*
Kathleen Clancy	KC	School Committee Member *
Donna Compton	DC	Purchasing Agent, City of Gloucester *
John Dunn	JD	Chief Financial Officer, City of Gloucester *
Gary Frisch	GF	Director of Finance GPS*
Matthew Fusco	MF	Principal, Veterans ES *
Grant Harris	GH	IT Director, GPS*
Ben Lummis	BL	Superintendent GPS*
Amy Pasquarello	AP	Principal, EGES *
Adam Rosell	AR	Community Member/EGES Parent*

Additional Attendees

Company

Brad Dore	BD	Dore + Whittier
Michele Rogers	MR	Dore + Whittier
Tom Ellis	TE	CBRE Heery
Bill Booth	BB	CBRE Heery
Jon Rich	JR	W.T Rich
Alex Corbett	AC	W.T Rich

Additional Distribution

Ryan Marques	RM	Engineering/Construction Experience*
Joe Lucido	JL	Operations Mgr. City of Gloucester*
Sefatia Romeo-Theken	SRT	Mayor, City of Gloucester *
Chris Tremblay	CT	CBRE Heery

CALL TO ORDER

Call to Order

The meeting was called to order at 4:00 PM by SBC Co-Chair Jonathan Pope.

This meeting is recorded by video and audio in accordance with the state meeting law consistent with the governor's orders to spending certain provisions of the open meeting law in banning gathering of more than ten people. This meeting will be conducted my remote participation.

Roll Call Attendance

Jonathan Pope, Co-Chair
Richard Safier, Vice Chair
Gregg Cademartori
Kathleen Clancy
Donna Compton
John Dunn
Gary Frisch
Matthew Fusco
Grant Harris
Ben Lummis
Amy Pasquarello

MEETING DISCUSSIONS

Mtg – Item

Discussion / Action Item

32 - 01

Approval of Minutes

Approval of the October 1, 2020 minutes were deferred to the next meeting.

32 – 02

Budget Update / Invoice Approval

No invoices were presented for approval.

32 – 03

Reports/Deliberations/Discussion/New Business/Action

City-Wide Vote Passed

The City-wide debt exclusion vote passed 53% to 47%. The residents of the City of Gloucester put their faith in the work of the Committee Jonathan Pope expressed his appreciation to the Committee in their efforts to move the project forward.

2 New members of the SBC

It was noted that two new members of the SBC have been appointed by the Mayor.

Kathleen (Katie) Unis
Adam Rosell

The Committee is seeking a parent representative from the Veterans' Memorial on the SBC.

Update the Roster for MSBA

SBC will need to add the new members and additionally the changes that have happened within the District – Ben Lummis is the new Superintendent and Richard Safier is a committee member

MEETING DISCUSSIONS

Mtg – Item

Discussion / Action Item

Official Name of the Project

MSBA project name currently is listed as per the Statement of Interest, which is “East Gloucester Elementary School”.

There was discussion of changing the project name with the MSBA to the current “working” name of the “East Gloucester / Veterans’ Memorial Elementary School”, until such time as the permanent school name is determined.

John Dunn requested that any change in the project school name “working or permanent” be held until after the City Council Loan Order is approved.

A discussion regarding upcoming project milestones occurred. See below information for additional details.

- The milestones for the swing space procurement and delivery was discussed.
- JD and TE had a call with MSBA (Brittney Gomes) to advise them on the positive 11/03/20 Vote and the upcoming City Council funding approval timeline.
- JD reported that Bond Council had approved – Loan Appropriation Vote will be Friday or Monday
Attach that to Mayor Report – November 18
- City Council Budget and Finance Subcommittee – Anticipated on December 4
- City Council Loan Order Vote – Anticipated on December 8
- Designer notified SBC of their intention to initiate supplemental geotechnical borings by their subconsultant within the next two weeks. It was noted that any work performed prior to approval of the city council loan order would be at the risk of the consultant.

There was discussion as to the involvement of the school building committee regarding the review of the proposals received for the swing space due on 12/15/20.

- The draft *Request for Proposals for Acquisition of Leased Space by the City of Gloucester for Temporary Relocation of Veterans School* included input from Ben Lummis and Grant Harris for School Department input. The City is moving forward to identify a facility that meets the educational and space requirements School.
- The SBC will be kept informed of the swing space acquisition, but does not need to take action at this time.

A discussion occurred regarding the steps of the MSBA process moving forward. The **Project Scope & Budget Agreement** was received by the City today. Once that is executed then the **Project Funding Agreement** will be generated by the MSBA.

D+W discussed the following items.

- Schedule of meeting moving forward
Design Working Groups (8 members max) – IT, Interiors, Security, Maintenance/Grounds – Michele will send out a list – Suggested to mimic the process from WPES. SBC meetings – 2nd Thursday of every month @ 5:00 PM
- Expressed a desire to start the Geotechnical Engineer prior to contract – as stated by Mr. Dunn “The City will not have the appropriations vote from the council until Dec 8, 2020.”
- Should D+W wish to proceed with onsite investigation work at the site it must be coordinated with and receive prior approval from Matt Fusco and Ben Lummis

32-04

Adjournment

A motion was made by Kathy Clancy seconded by John Dunn for the meeting to adjourn. The motion passed unanimously at 5:00 pm.

Roll Call Vote to adjourn:

MEETING DISCUSSIONS

Mtg – Item

Discussion / Action Item

Jonathan Pope, Co-Chair
Richard Safier, Vice Chair
Kathleen Clancy
Donna Compton
John Dunn
Gary Frisch
Matthew Fusco
Grant Harris
Ben Lummis
Amy Pasquarello
Adam Rosell

Next Meeting:

Thursday December 10, 2020 @ 5:00 PM

ATTACHMENTS

No.

Item

Dated

Action Required

Meeting Agenda

END OF MINUTES.

The above summary is the interpretation of items discussed and decisions reached during this meeting by CBRE Heery. Additions or corrections must be submitted in writing to the author within three days of receipt; otherwise the minutes will stand as written.



THE GLOUCESTER PUBLIC SCHOOLS

CITY CLERK
GLOUCESTER, MA

2020 NOV -2 AM 11:31

**East Gloucester/Veterans' Memorial Elementary School
Building Committee Zoom Meeting**

THURSDAY, November 5, 2020

4:00 pm

Please click the link below to join the webinar:

<https://gloucester-ma-gov.zoom.us/j/84081951786>

Join via Phone: +1 (301) 715-8592, Alternate: +1 (312) 626-6799

Webinar ID: 840 8195 1786

Please visit <http://gloucester-ma.gov/remote-public-meetings> for instructions and guidance on how to join a remote meeting

AGENDA

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- I. CALL TO ORDER/ROLL CALL
 - II. APPROVAL OF MINUTES AND INVOICES
 - III. INTRODUCTION OF NEW COMMITTEE MEMBERS
 - IV. DISCUSSION - ELECTION RESULTS
 - V. ADJOURNMENT

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.