

**NORTH MIDDLESEX REGIONAL SCHOOL DISTRICT
ACCELERATED REPAIR PROJECT
Ashby, Pepperell, Townsend, Massachusetts
MEETING MINUTES
Wednesday, August 8, 2018**

MEMBERS PRESENT

William Hackler, School Committee Member – Co-Chair ~ Absent
Lisa Martin, School Committee Member – Co-Chair
Brad Morgan, Superintendent of Schools
Brad Brooks, Director of Special Education
Jeremy Hamond, Director of Technology
Dr. Hanley, Principal Varnum Brook Elementary School
Oscar Hills, Director of Plant and Facilities
Nancy Haines, Business Manager ~ Absent
Christy Kervin, Principal, Hawthorne Brook Elementary School
Suresh Bhatia, Atlantic Construction & Management, Inc. ~ Absent

OTHERS PRESENT

Robin Eibye, Recording Secretary

1. Call Meeting to Order:

Brad Brooks motioned to call the meeting to order at 9:06 a.m.
The motion was seconded by Dr. Hanley.
Vote: The motion unanimously passed.

2. Approval of Past Meeting Minutes

Dr. Hanley motioned to approve the meeting minutes of August 1, 2018.
The motion was seconded by Brad Brooks.
Vote: The motion unanimously passed.

3. Invoices/Contracts

It was confirmed that no warrants were ready for review.

4. OPM Report

Dr. Hanley provided an update on Varnum Brook Elementary School's ongoing construction projects. Dr. Hanley specifically noted the importance of the tile work, painting, and carpet replacement needs. A discussion ensued about funding and the budget and the fact that the airconditioning and boiler expenses will need to come out of the remaining balance.

A discussion ensued about the MSBA and the boiler replacement. Mr. Hills said he spoke with Suresh Bhatia and Mr. Bhatia stated he did not anticipate a problem with using the funds.

The committee discussed the budget and stated that although VBES has \$1.7 million remaining in the budget, the balance does not include the airconditioning and boiler expenses. Mr. Hills noted that the masonry expenses and expenses to repair the columns are estimated between \$150-\$160,000.

A discussion ensued about the fact that the project would not be complete for the start of school and the committee agreed that focus on preparing the building for opening to teachers and students the week of August 27, 2018.

The committee discussed concerns with the primary elections scheduled on September 4, 2018, and safety. Dr. Hanley said she would work with the Pepperell police to arrange for additional officers to be on site.

It was also noted that the soccer and football seasons typically begin the first week of September and parking would be an issue. Brad Morgan agreed to contact the organizations to let me know parking will not be permitted in the VBES front circle of back parking lot due to safety concerns.

5. SECC Business

- a) Oscar Hills provided an update on the playground bidding process and said he met with a company yesterday and he expects to have their bid very soon
- b) Floors in the preschool wing are complete.
- c) Preschool move is on hold

6. Construction Change Orders

There were no pending change orders for review.

7. General Discussion

Jeremy Hamond provided an update on the data and fax line wiring. Mr. Hamond said the wiring is underway and that Room 205 will be included at no additional charge.

A discussion ensued about the taping of walls, the constant need for repairs and the costs associated with such repairs. The committee agreed that taping would not be allowed on painted surfaces.

8. Future Meeting Dates

It was decided the next meeting will take place on August 14, 2018, at 9:00 a.m., at Varnum Brook Elementary.

9. VBES Tour

The Committee toured the building and viewed areas in need of repairs.

10. Adjournment

A motion was made by Lisa Martin and seconded by Jeremy Hamond to adjourn at 10:16 a.m.
Vote: The motion unanimously passed.

Respectfully submitted,
Robin G. Eibye, Recording Secretary

APPROVED: AUGUST 14, 2018
