

Tyngsborough Middle School Building Committee Meeting Minutes
May 15, 2024
Tyngsborough High School PDC (Professional Development Center)
36 Norris Road, Tyngsborough, MA 01879

Building Committee Members Present/Absent *[8 voting members required for a quorum]*

Committee Member	Present	Absent	Late [time arrived]
Hillari Wennerstrom	✓		
Colin Loiselle	✓		
Rebecca Stanton		✓	
Anthony Tinnirella	✓		
Michael Flanagan	✓		
Dominic Sementelli	✓		
Chris Pollet	✓		
Michael Woodlock	✓		
Ron Schneider	✓		
Burt Buchman	✓		
Amy Pozerski	✓		
Paul Mitchell	✓		
Todd Goodrich		✓	
Karen Cavanagh	✓		
Katharine Foster		✓	
Joseph Messina	✓		

Guests: David Saindon [Leftfield], Hamdi Cobanoglu [Leftfield], Doug Roberts [JC], Rob Day [FBI], Chad L'Ecuyer [FBI]

1. Call to order

Ms. Wennerstorm called the Building Committee [BC] meeting to order at 6:30 PM at the Tyngsborough High School Professional Development Center. She requested that

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everyone introduce themselves and informed them that the meeting was being audio and video recorded. All attendees complied with the introductions.

2. Approval of Meeting Minutes from April 24th

The meeting minutes from the April 24th Building Committee Meeting were distributed to the Building Committee on May 14, 2024. No comments were received from any committee members.

MOTION

Mr. Tinnirella made a motion to approve the meeting minutes dated 05/15/2024, seconded by Mr. Schneider. The motion passed with a vote of 10-0-3-3 (yes-no-absent-abstained). Ms. Pozerski, Ms. Cavanagh, and Mr. Sementelli abstained.

3. Review Project Budget, Approve Invoices & Commitments (vote required)

Mr. Cobanoglu presented the updated budget and invoices for the period ending April 30, 2024, to the Committee. The total value of the invoices presented was \$4,193,415.00, including invoices from:

Leftfield: OPM Services

JCJ Architecture: Design Services

Fontaine Brothers: Construction Services

Yankee Engineering: Testing & Inspection Services

MOTION

Ms. Cavanagh made a motion to approve the project invoices for the period ending April 30, 2024, as presented. The motion was seconded by Mr. Tinnirella and unanimously approved by all present, with a vote of 13-0-3-0 (yes-no-absent-abstained).

i. Approve Owner Change Order #3

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Mr. Cobanoglu provided the committee with an update on the previously approved changes for the media arts room. He mentioned that the design would be completed in a few days and the pricing would be ready for the next Building Committee meeting. Mr. Cobanoglu also presented a small change with the water main supply pipe, which resulted in a slight increase in Fontaine’s contract. The value of the change order is shown below:

Change Order #3			
PCO #	Description		Value
FBI PCO #003r1	Water Main Supply Pipe Update	\$	1,617.00
Total Value of CO #3		\$	1,617.00

MOTION

Ms. Cavanagh made a motion to approve Owner Change Order #3 in the amount of \$1,617.00 as issued and presented. The motion was seconded by Mr. Buchman and unanimously approved by all present, with a vote of 13-0-3-0 (yes-no-absent-abstained).

4. Designer/OPM/CM Update

i. Review FFE and Technology Procurement Process

Mr. Roberts provided the committee with an update on the procurement of Furniture, Fixtures, Equipment (FFE), and Technology Equipment. He mentioned that the design team would continue reviewing the design and list of FFE and Technology items with the district. Mr. Roberts also stated that JCJ would complete the design phase, including preliminary budgets, by May 2024 and present them to the committee at the June meeting.

ii. Construction Progress and Look-Ahead

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Mr. L'Ecuyer provided the committee with an update on the ongoing construction activities and the look-ahead schedule. He reported that brick work on Building A is finishing up and should be completed within the next week. Drywall installation has started in Building A and will take a couple of weeks per floor. Exterior framing of Building B is wrapping up. Plumbing and electrical rough-ins are complete in Building A, while mechanical and fire protection rough-ins are ongoing. Electrical and plumbing rough-ins are ongoing in Building C. The slab on grade for Building B is complete throughout.

Mr. L'Ecuyer also mentioned that the roofer will remobilize on 5/28, starting on the stairwell roofs and the mechanical well. The mason will work on the brick at the upper walls of Building B in the upcoming weeks. Summer work in the high school parking lots will begin as soon as school is out.

Dr. Flanagan asked when the district will know the exact completion and move-in dates. Mr. L'Ecuyer responded that the team would review it internally and provide an update in late Fall 2024.

5. Correspondence

None.

6. Public Comment

None.

7. Future Meeting Dates

June 26, 2024

August 21, 2024

September 18, 2024

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8. Adjourn

MOTION

Mr. Tinnirella made a motion to adjourn the meeting, seconded by Mr. Buchman. The motion passed unanimously with a vote of 13-0-3-0 at 6:57 PM.