

FALL BROOK ELEMENTARY SCHOOL PROJECT – Leominster, MA

FALL BROOK BUILDING COMMITTEE (FBBC) MEETING #20

Tuesday, November 12, 2024

In-Person

1:00pm

Office of Emergency Management
 37 Carter Street, Leominster, MA

Peter Angelini	Mark Bodanza	Greg Chapdelaine	Bill Charpentier
Robin Desmond	Steven Mammone	Dean Mazzarella, Chair	Melanie Mikels
Elliot "Butch" Nadeau	Raymond Racine	Jennifer Reddington	
Brandon Robbins	Jeffrey Sullivan		

Meeting Minutes

A publicly posted meeting of the Fall Brook Building Committee (FBBC) was held at the above listed date, time, and location. Committee members and participants were:

Voting Members (Quorum = 7)	Present	Notes
Mr. Peter Angelini		City Councilor
Mr. Mark Bodanza		City Councilor
Mr. Greg Chapdelaine	X	City Purchasing Agent
Mr. Bill Charpentier		City Building Inspector
Ms. Robin Desmond	X	Superintendent of Schools
Mr. Steven Mammone	X	Asst. Superintendent of Schools
Mayor Dean Mazzarella, Chair	Arr 1:19	Mayor and School Committee member
Ms. Melanie Mikels	X	School Business Manager
Mr. Elliot Nadeau	X	School Facilities Director
Mr. Raymond Racine		Leominster DPW Director
Ms. Jennifer Reddington	X	City Comptroller
Mr. Brandon Robbins	X	City Councilor
Mr. Jeffrey Sullivan	X	Fall Brook Elementary School Principal
Other Participants		
Ms. Meredith Tarr		City of Leominster
Mr. John Roseberry		City of Leominster
Mr. Jacob Fleming		Leominster DPW
Ms. Christine Silverman		Leominster Public Schools

Mr. Richard Bergeron	X	Leominster Public Schools
Mr. Will Sullivan		Leominster Public Schools
Mr. Craig DiCarlo	X	LeftField, Project Director
Ms. Linda Liporto		LeftField, Senior Project Manager
Mr. Jim Rogers		LeftField, President
Ms. Adele Sands		LeftField, Education Liaison
Mr. William Spears		Miller Dyer Spears, Principal-in-Charge
Ms. Nereyda Rodriguez		Miller Dyer Spears, Project Manager
Mr. Danyul Cho	X	Miller Dyer Spears, Project Architect
Ms. Amy MacKrell	X	Miller Dyer Spears
Mr. Carlos Caraballo		Miller Dyer Spears
Ms. Kristen Hill	X	Vaysen
Ms. Lena Owens		Studio 2112
Ms. Lynne Giesecke		Studio 2112
Ms. Dana Geva		Studio 2112
Ms. Maggie Laracy		Langan

1 – Call to Order

Mr. Robbins called the meeting to order at 1:02pm.

Roll call was taken, and it was determined that a quorum was present.

2 – Administrative Actions

2a – Previous Meeting Minutes

A motion to approve the October 29, 2024, meeting minutes was made by Mr. Chapdelaine and seconded by Mr. Robbins. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

2b – Invoice Log

LeftField presented the current invoice log including invoices received for the month of October for OPM services by LeftField, design services by MDS, and masonry work by AP Services, totaling \$98,956.00.

2c – Warrant Approval

LeftField presented the warrant for August invoices. A motion to approve warrant number W21FY25 in the amount of \$98,956.00 was made by Mr. Chapdelaine and seconded by Ms. Reddington. A brief

discussion was held about inclusion of the work by a mason to enable hazardous material investigation. A show of hands vote was taken. The motion carried unanimously.

2d – Budget Update

LeftField presented the Feasibility budget through October 2024. The project has committed 70% and expended 44% of the Feasibility and Schematic Design Phase budget. Expenditures are in line with the progress of the work.

2e – Project Schedule Update

LeftField presented the current Feasibility Study and Schematic Design schedule. The project is approximately halfway through the Schematic Design phase. The project is scheduled to present an update to the MSBA Facilities Assessment Subcommittee (FAS) on November 13, 2024. The Schematic Design set will be available towards the end of January 2025. The Schematic Design submission is due February 27, 2025.

3 – Designer Report

3a – Facilities Assessment Subcommittee

MDS advised that the MSBA has requested the project appear before the Facilities Assessment Subcommittee (FAS) on November 13, 2024. The FAS advised they would like to understand the key architectural features that support the Educational Program. The presentation will be 10 minutes in duration followed by questions and answers. Superintendent Desmond will present the first slide followed by MDS presenting the latest plans and exterior design images.

3b – Emergency Shelter and/or Warming/Cooling Center

MDS presented the impacts to the design of using the new building as an emergency shelter or warming/cooling center. Feedback from design engineers and code consultants advised a number of impacts which result in additional construction cost. In brief, the structural system would need to be designed to a higher seismic risk category and increased snow and wind loads; require increased electrical generator size and emergency power distribution to the HVAC and lighting systems; HVAC equipment would require additional seismic restraints; added requirement for on site water storage; additional plumbing fixtures if the shelter would serve more individuals than the planned number of occupants for the school; additional storage for non-perishable foods; enhanced communication and public address system. Each of these would introduce added construction cost. The existing school is not an emergency shelter or warming/cooling center.

The MSBA grant would not be increased if the school is used as an emergency shelter or warming/cooling center; the estimated construction costs would be increase and not offset by the MSBA grant.

Final direction is requested from the Fall Brook Building Committee (FBBC) at the November meeting.

4 – Items not Anticipated 48 Hours in Advance of the Meeting

There were no items not anticipated 48 hours in advance of the meeting.

5 – Public Comment

No public comments were heard.

6 – Next Steps

LeftField presented the meetings and activities anticipated for the next three months, including the follow-up Facilities Assessment Subcommittee on November 13, 2024, Public Meeting #1 on November 19, 2024,

Public Meeting #1 date, time, and location information has been posted to the project website and shared in the Superintendent's newsletter.

A series of design meetings with the teachers are scheduled for December 4, 2024.

The Schematic Design pricing set is scheduled to be available to the cost estimators on January 10, 2025.

7 – Adjournment

A motion to adjourn the meeting was made by Mr. Chapdelaine and seconded by Mayor Mazarella. There was no discussion. A show of hands vote was taken. The motion carried unanimously. The meeting was adjourned at 1:22pm.

Documents and Exhibits

- Fall Brook Building Committee Meeting #20 slideshow presentation, dated 11/12/24

Attachments

- None