

FALL BROOK ELEMENTARY SCHOOL PROJECT – Leominster, MA

**FALL BROOK BUILDING COMMITTEE (FBBC) MEETING #29**

Tuesday, June 10, 2025

Remote via Zoom

1:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/88383908759?pwd=OAKj79ObYZYbQ85glNLBQOuFEPagaB.1>

Meeting ID: 883 8390 8759

Passcode: 327271

Peter Angelini	Mark Bodanza	Greg Chapdelaine	Bill Charpentier
Robin Desmond	Jacob Fleming	Steven Mammone	Dean Mazzarella, Chair
Melanie Mikels	Elliot "Butch" Nadeau	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	Remote	City Purchasing Agent
Mr. Bill Charpentier	Remote	City Building Inspector
Ms. Robin Desmond		Superintendent of Schools
Mr. Jacob Fleming	Remote	Leominster DPW Business Manager
Mr. Steven Mammone	Remote	Asst. Superintendent of Schools
Mayor Dean Mazzarella, Chair		Mayor and School Committee member
Ms. Melanie Mikels	Remote	School Business Manager
Mr. Elliot Nadeau	Remote	School Facilities Director
Ms. Jennifer Reddington	Remote	City Comptroller
Mr. Brandon Robbins	Remote	City Councilor
Mr. Jeffrey Sullivan	Remote	Fall Brook Elementary School Principal
<b>Other Participants</b>		
Meredith Tarr	Remote	City of Leominster

John Roseberry		Leominster DPW Senior Engineer
Christine Silverman		Leominster Public Schools
Richard Bergeron		Leominster Public Schools
Will Sullivan		Leominster Public Schools
Craig DiCarlo	Remote	LeftField, Project Director
Linda Liporto	Remote	LeftField, Senior Project Manager
Jim Rogers		LeftField, President
Adele Sands		LeftField, Education Liaison
Nereyda Rodriguez	Remote	Miller Dyer Spears, Principal In Charge
Danyul Cho		Miller Dyer Spears, Project Manager
Amy MacKrell		Miller Dyer Spears, Principal
Erica Patten		Miller Dyer Spears, Project Architect
Lena Owens		Studio 2112
Lynne Giesecke		Studio 2112
Dana Geva		Studio 2112
Frank Holmes		Langan
Maggie Laracy		Langan
Keith Lane		GGD Consulting Engineers
Louis Vieira		GGD Consulting Engineers
David Pereira		GGD Consulting Engineers

## 1 – Call to Order

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

Roll call was taken and a quorum was present.

## 2 – Administrative Actions

### 2a – Invoice Log and Warrant Approval

LeftField presented the invoice log and warrant for May invoices for design services by MDS's civil engineer, Langan, totaling \$23,329.00.

A motion to approve warrant number W51FY25 in the amount of \$23,329.00 was made by Mr. Chapdelaine and seconded by Ms. Reddington. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

## 2b – Budget Update

LeftField presented the Feasibility budget through May 2025. The project has committed 77% and expended 70% of the Feasibility and Schematic Design Phase budget. Expenses are in line with the progress of the work.

## 2c – Budget Revision Request #4

LeftField presented Budget Revision Request #4 to move \$159,578 from 0004-0000 *Other* to 0003-0000 *Environmental & Site* to fund Designer Contract Amendment #4, which was approved at the April FBBC meeting, for additional geotechnical investigations for the stormwater system design and professional engineering services for culvert improvements and sanitary sewer realignment.

A motion to approve Budget Revision Request #4 to transfer \$159,578.00 from 0004-0000 *Other* to 0003-0000 *Environmental & Site* was made by Ms. Reddington and seconded by Mr. Chapdelaine. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

## 3 – Next Steps

LeftField reported that the city previously authorized MDS to begin Detailed Design at the beginning of June and their work has started.

The next FBBC meeting will be held in-person on July 8, 2025, with an option for hybrid participation by FBBC members and the project team via Zoom.

## 4 – Adjournment

A motion to adjourn the meeting 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. The meeting was adjourned at 1:10pm.

### Documents and Exhibits

- Fall Brook Building Committee Meeting #29 slideshow presentation by LeftField, dated 6/10/25.

### Attachments

- None