

Will Sullivan		Leominster Public Schools
Craig DiCarlo	X	LeftField, Project Director
Jay Faxon		LeftField, MEP Expert
Linda Liporto	Remote	LeftField, Senior Project Manager
Jim Rogers		LeftField, President
Adele Sands		LeftField, Education Liaison
Nereyda Rodriguez	X	Miller Dyer Spears, Principal In Charge
Danyul Cho	X	Miller Dyer Spears, Project Manager
Amy MacKrell		Miller Dyer Spears, Principal
Erica Patten	Remote	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
David Pereira		GGD Consulting Engineers
Louis Vieira		GGD Consulting Engineers
Matthew Woodward		GGD Consulting Engineers

1 – Call to Order

Mr. Robbins called the meeting to order at 1:03pm.

Roll call was taken and a quorum was present.

2 – Administrative Actions

2a – Previous Meeting Minutes

A motion to approve the minutes of the meeting held on September 9, 2025, was made by Mr. Robbins and seconded by Mr. Charpentier. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

2b & 2c – Invoice Log and Warrant Approval

LeftField presented the invoice log and warrant for August invoices which included OPM services designer services, and construction costs included Ricciardi's Application for Payment 2, for a total of \$493,462.50.

A motion to approve warrant number W16FY26 in the amount of \$493,462.50 was made by Mr. Nadeau and seconded by Mr. Mammone. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

2d – Designer Contract Amendment No. 7

LeftField presented Designer Contract Amendment No. 7 for Miller Dyer Spears for additional geotechnical borings to inform the civil design. Because approval was required in between FBBC meetings, and the total value was less than \$15,000, the amendment was presented to and approved by Ms. Reddington, Mr. Chapdelaine, and Ms. Mikels as previously authorized by the FBBC.

A motion to approve Contract for Designer Services Amendment No. 7 for Designer services for additional bores to inform the civil design for an additional fee of \$9,587.00 was made by Mr. Mammone and seconded by Mr. Charpentier.

There was no further discussion. A show of hands vote was taken. The motion carried unanimously.

2e – Designer Contract Amendment No. 8

LeftField presented Designer Contract Amendment No. 8 for two efforts. First, the amendment covers additional coordination and meetings required of Langan and Oxbow resulting from the early/incorrect clearing of trees by the general contractor for the culvert work. Second, the amendment includes an allowance for extra meetings that may be required of Langan resulting from the US Army Corps of Engineers permitting process which separated the sewer and culvert work into two time periods. There is an opportunity to backcharge Ricciardi for the additional designer fee resulting from the early/incorrect clearing of trees. The FBBC requests that LeftField discuss that with Mr. Chapdelaine and Ms. Reddington offline and report back to the FBBC.

A motion to approve Contract for Designer Services Amendment No. 8 for Designer services for additional coordination and meetings for an additional Fee of \$12,216.00 was made by Mr. Robbins and seconded by Mr. Nadeau.

Discussion:

Mr. Robbins noted that every dollar is important because it is coming from the taxpayers, and inquired about the potential to backcharge Ricciardi for costs they are responsible for. LeftField responded that they will discuss with Mr. Chapdelaine and Ms. Reddington offline; the decision whether to backcharge does not need to be made today, however the authorization of additional funds for the design team is needed today. Mr. Fleming inquired whether the amount of money that may be backcharged to Ricciardi is clear in the contract amendment. LeftField responded that the contract amendment includes line-item values for the costs that may be backcharged to Ricciardi.

A show of hands vote was taken. The motion carried unanimously.

2f – Budget Update

LeftField presented the Feasibility Budget/Schematic Design Budget through September 2025. Of the \$2.5 million in the budget, the project has committed 77% and expended 72%. Budget Revision Request (BRR) #4 to fund Designer Contract Amendment #4, for culvert and sewer construction phase design services remains on hold until the Project Funding Agreement is executed.

LeftField presented the Total Project Budget including the OPM fee, Designer fee, and culvert and sewer construction cost. Of the \$114.8 million in the budget, the project has committed 14% and expended 3%. Expenses are in line with the progress of the work.

2g – Project Schedule Update

LeftField presented the current project schedule. The project continues in the Detailed Design module and is currently about three months into the Design Development phase. An overview of designer activities that are anticipated for the next three months will be presented in the *Next Steps* portion of this meeting.

3 – Designer Report

3a – Recap of Recent Working Group Meetings

MDS presented discussions and outcomes of various meetings held since the last FBBC meeting. The meetings held in September and October include a full day of staff and teacher meetings to review fixtures, furnishings, and equipment, MDS attended Fall Brook's Open House, Working Group meetings on the topics of exterior design, finish materials, and interior design, Owner Project Requirements working sessions, technology and audiovisual design, and a meeting with City of Leominster First Responders.

Key takeaways for the exterior design included the following:

- The locations of roof top units (RTUs) have been revised so they are all located on flat roofs above the knuckle of the building and cafetorium wing.
- The exterior material palette includes brick, metal panels, and granite beneath windows.
- Daylighting study was performed and daylight control strategies with glazing and shades are being developed.

Key takeaways for the interior design included the following:

- Finish floor materials were presented including linoleum in most areas, porcelain tile in the lobby for its durability and ease of maintenance, wood floor in the gym, and epoxy in the toilet rooms and kitchen areas, and carpet in the administrative offices and media center
- The color palette includes earthtones with some areas of energizing/stimulating colors in rooms

such as the gymnasium.

- Interior renderings of the vestibule and front lobby feature natural materials and natural light
- The gymnasium features bright colors and Fall Brook red.

3b – Sewer and Culvert Construction Update

MDS provided an update on the progress of the sewer and culvert construction. The school is now using the new sewer lines installed over the summer. The culvert work is on hold while Ricciardi awaits the relining material, which is anticipated in a couple weeks. Ricciardi will do some of the wetland restoration work prior to the culvert liner installation. The culvert relining is anticipated to be a three-day effort which is not expected to disrupt traffic because the work will occur beneath the roadway.

3c – Security and First Responder Meeting

MDS presented outcomes of the meeting with City of Leominster First Responders. The meeting went well and there were no requests for major changes to the design. There were requests for a few additional security cameras and speed bumps. MDS will prepare a list of items that are not currently in the cost estimate for presentation to the FBBC.

4 – Overview of Contingencies, Change Orders, and Errors & Omissions

This discussion was tabled to a future FBBC meeting.

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

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

6 – Public Comment

The city received a letter from a member of the public expressing concern for the natural habitat and the projects impacts. LeftField worked with the mayor's office to prepare a response and assure the concerned member of the public that the project will follow all federal, state, and local requirements to protect the natural habitats impacted by the Fall Brook Elementary School project.

Members of the public who have questions or concerns for the project team may visit the project website and use the email address featured under "Connect with us" to contact LeftField, who will forward the correspondence to the project team members best suited to provide a response. If the question and answer would be helpful to the public at large, LeftField will post it to the Frequently Asked Questions page.

7 – Next Steps

LeftField presented the meetings and activities planned for the next three months. The Design Development cost estimate package is scheduled to be delivered to the cost estimators on October 24, 2025. The cost estimators have three weeks to prepare draft cost estimates, then meet to reconcile on November 19, 2025.

The next FBBC meeting was re-scheduled to November 18, 2025 to eliminate the conflict with Veterans' Day.

The MSBA Design Development submission is scheduled for December 5, 2025. LeftField proposed a remote special FBBC meeting be held on Tuesday, December 2, 2025, for the purpose of voting to authorize the Design Development submission to the MSBA. The regular FBBC meeting will be held on Tuesday, December 9, 2025.

8 – Adjournment

A motion to adjourn the meeting was made by Mr. Charpentier and seconded by Mr. Nadeau. There was no discussion. A show of hands vote was taken. The motion carried unanimously. The meeting was adjourned at 1:45pm.

Documents and Exhibits

- Fall Brook Building Committee Meeting #34 slideshow presentation by LeftField, dated 10/14/25
- Fall Brook Elementary School, School Building Committee Meeting slideshow presentation by MDS, dated 10/14/25

Attachments

- None