FALL BROOK ELEMENTARY SCHOOL PROJECT – Leominster, MA

FALL BROOK BUILDING COMMITTEE (FBBC) MEETING #42

Tuesday, April 14, 2026 In-Person 1:00pm

Office of Emergency Management
37 Carter Street, Leominster, MA

Mark Bodanza	Greg Chapdelaine	Sandra Cucchiara	Robin Desmond
Arthur Elbthal	Jacob Fleming	Suzanne Koehler	Steven Mammone
Dean Mazzarella, Chair	Melanie Mikels	Elliot "Butch" Nadeau	Jennifer Reddington
	Brandon Robbins	Jeffrey Sullivan	

In memoriam Peter Angelini (1956-2025)

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 = 8)	Present	Notes
Mr. Mark Bodanza		City Councilor
Mr. Greg Chapdelaine	X	City Purchasing Agent
Ms. Sandra Cucchiara *	X	School Committee Member
Ms. Robin Desmond	Remote	Superintendent of Schools
Mr. Arthur Elbthal *		Leominster Emergency Management, Director
Mr. Jacob Fleming	X	Leominster DPW Business Manager
Ms. Suzanne Koehler *	X	Former School Committee Member
Mr. Steven Mammone	Remote	Asst. Superintendent of Schools
Mayor Dean Mazzarella, Chair		Mayor and School Committee member
Ms. Melanie Mikels		School Business Manager
Mr. Elliot Nadeau	X	School Facilities Director
Ms. Jennifer Reddington	X	City Comptroller
Mr. Brandon Robbins		City Councilor
Mr. Jeffrey Sullivan	X	Fall Brook Elementary School Principal
Other Participants		
Meredith Tarr	X	City of Leominster

John Roseberry		Leominster DPW Senior Engineer
Christine Silverman		Leominster Public Schools
Lynn Fiandaca		Leominster Public Schools
Richard Bergeron		Leominster Public Schools
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	Remote	Miller Dyer Spears, Principal In Charge
Danyul Cho	Remote	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
David Pereira		GGD Consulting Engineers
Louis Vieira		GGD Consulting Engineers
Matthew Woodward		GGD Consulting Engineers

* The project awaits MSBA approval of the revised Fall Brook Building Committee roster.

1 – Call to Order

Ms. Desmond called the meeting to order at 1:03pm. Roll call was conducted, and a quorum was present.

2 – Administrative Actions

2a – Previous Meeting Minutes

A motion to approve the minutes of the meeting held on March 10, 2026, was made by Mr. Chapdelaine and seconded by Mr. Nadeau. There was no discussion. A show of hands vote was taken. The motion carried unanimously.

2b – Invoice Log and Warrant Approval

LeftField presented the invoice log for the March invoices which included OPM services and designer services, for a total of $610,757.57.

A motion to approve the invoice summary for the month of March 2026 in the amount of $610,757.57 and authorize adding it to a warrant for payment 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.

2c – Budget Update

LeftField presented the Total Project Budget through March 2026. The project has committed 14% and expended 6% of the $114.8 million budget. Expenditure continues to be in line with the progress of the project.

2d – Schedule Update

LeftField presented the project schedule which includes the direction given last month by the FBBC to procure construction services for an Early Site Package (ESP) to be executed this summer. The schedule shows anticipated completion of the new school building by the fall term 2028 and the completion of demolition and site improvements by October 2029, all based on the phasing recommendations by Turner Construction.

The ESP will be bid in June, and the work will be performed in Summer 2026. The main bid package will be bid in late summer / early fall and awarded in October.

Ms. Reddington inquired about the approximate value of the ESP for the purpose of obtaining funding authorization. LeftField responded that they will provide an estimate as well as an updated cash flow. A cost estimate reconciliation meeting is scheduled for the end of May.

2e – Designer Contract Amendment #11

LeftField presented Designer Contract Amendment #11 for design services associated with a radon mitigation system for the new school.

Motion to approve *Contract for Designer Services Amendment No. 11* for Designer services to design and document a radon mitigation system for the new school building for an additional Fee of $24,200.00, was made by Ms. Reddington and was seconded by Mr. Chapdelaine.

Ms. Koehler inquired whether the MSBA would reimburse for this work. LeftField responded that yes, this fee will be paid from an existing line item that was approved in the Total Project Budget.

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Mr. Chapdelaine spoke in favor of adding a radon mitigation system to the school project.

A roll call vote was taken.

Voting Member	Yea	Nay	Abstain	Not Present
Mr. Mark Bodanza				X
Mr. Greg Chapdelaine	X			
Ms. Sandra Cucchiara	X			
Ms. Robin Desmond	X			
Mr. Arthur Elbthal				X
Mr. Jacob Fleming	X			
Ms. Suzanne Koehler	X			
Mr. Steven Mammone	X			
Mayor Dean Mazzarella, Chair				X
Ms. Melanie Mikels				X
Mr. Elliot Nadeau	X			
Ms. Jennifer Reddington	X			
Mr. Brandon Robbins				X
Mr. Jeffrey Sullivan	X			

The motion carried 9-0-0.

2f – Public Outreach

LeftField provided an update on the ongoing outreach campaign. LeftField and MDS presented appeared before the City Council Public Schools Subcommittee meeting on 3/10/26 to present an update on the project and answer the subcommittee's questions. The two firms hosted an information table at the Fall Brook Talent Show on 3/19/26 which was successful. The team has been making regular social media posts to the Fall Brook PTO Facebook and Instagram pages, the Samoset PTO Facebook page, and the Public Library social media accounts to raise awareness of the project and point interested individuals to visit the project website to learn more. Upcoming in-person events include hosting an information table at Fall Brook Spring Concert on 4/30/26 and presenting to the School Committee. Also, MDS will print sandwich boards for the school to post at the drop-off and pick-up line. Poster boards are currently displayed at Fall Brook, Samoset, City Hall, and the Public Library.

3 – Designer Report

3a – Interior Lighting Examples

In response to a prior request by the FBBC to present the interior lighting design and demonstrate the

design intent. MDS presented interior renderings and precedent images to show the concepts being used at the Fall Brook project. The architectural design of the school is being supported by the lighting to emphasize certain areas and brings it all together with the colors, textures, and materiality for Fall Brook Elementary School. The lighting also brings required light levels at passive areas of the school while highlighting some of the features within the project.

Each school design is unique to the district and city. Therefore, the examples we're sharing from some other schools designed by us or HLB with other Architects is to show similar lighting, but it is not the same.

Mr. Chapdelaine requested that the light fixtures near the Koi Pond be designed with maintenance in mind, so that a ladder in the Koi Pond would not be necessary.

The main entrance focused on drawing the eye to the double height spaces, using wall illumination to showcase architectural features. The naturally lit space at the main lobby has some playful moments by combining two simple pendants into a unique fixture for Fall Brook. Decorative light fixtures are supported by general lighting.

In the cafeteria, general lighting will be by pendant fixture that works with the sloping roof and wood beams.

At the second floor main stair, lighting along the wall emphasizes verticality. General corridor lighting is provided by downlights with linear wall washers on the perimeters. The larger dome fixtures emphasize the entrances to the Art rooms and egress pathway.

Inside the Media Center, the design includes simple cylindrical downlights which are hung at different heights to emphasize the slope roof and the wood beams.

3b – Update on Culvert & Sewer Work

MDS provided an update on the culvert and server project. MDS/Langan have recently been in contact with Ricciardi Brothers as they are preparing to remobilize to the site to complete the work from last fall. Ricciardi Brothers will provide a schedule for the portions of work that are remaining to be completed. The remaining work is mostly seeding and planting that could not be performed at the end of last fall.

MDS also reported that Langan is scheduled to appear before the Conservation Commission tonight to present the main project for approval.

3c – Cell Phone Distributed Antenna System (DAS)

LeftField presented information on cell phone signal boosters, called Distributed Antenna Systems (DAS), for the FBBC's consideration. Cell phone DAS are separate systems from emergency radio amplification system (BDA) used by emergency services, which is already included in the project.

Network electronics, including Wi-Fi, will be on the emergency generator and should be available under loss of power.

Whether DAS are needed depends on existing cell signal strength at the site. MDS/GGD is conducting a cell signal strength test at 25 Decicco Drive and will report the findings. Approximate cost is anticipated to be $1.00 to $1.50/sf per carrier, and typical school buildings include three systems, one each for the top three carriers. LeftField advised that installing retrofit systems after construction is possible but tends to be more costly due to the need to install the system above finished ceilings and in finished walls.

Mr. Chapdelaine requested MDS to coordinate with Wiring Inspector Joe Poirer regarding the BDA system for the Fall Brook project, as he is the main point of contact for emergency communication systems across city departments and emergency services.

A discussion was held. The FBBC reached consensus and directed the project team not to add DAS to the Fall Brook project.

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

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

4 – Public Comment

At the recent City Council Public Schools Subcommittee meeting, a City Councilor inquired about grants available for the project. LeftField is coordinating with the MSBA to receive their project grant and is in communication with MassSave as another potential grant. Beyond those two grant opportunities, the school department and city take the lead role in identifying and pursuing grants, with LeftField and MDS taking a supportive role, such as providing documents and information about the project to help the district's efforts in securing third party grants.

LeftField advised that the Inflation Reduction Act (IRA) is no longer a reliable source of grants for green energy projects. LeftField advised that E-Rate program for schools and libraries is a program for technology items, which Leominster is familiar with.

5 – Next Steps

LeftField presented the meetings and activities planned for the next three months. The project team will turn over the 90% CD pricing set to the cost estimators on April 27, 2026, and anticipate having the 90% CD cost estimate three weeks later.

The next regular FBBC meeting will be rescheduled from May 12 to May 19, 2026. At that meeting, the project team will present the reconciled cost estimates and the FBBC will review and vote on the 90% CD Submission to the MSBA.

The Early Site Package (ESP) bid documents will be coordinated with Mr. Chapdelaine offline. The ESP will go out to bid on May 27, bids will be due June 11, and the notice to proceed will be issued for work to start June 24, 2026.

6 – Adjournment

A motion to adjourn the meeting was made by Mr. Chapdelaine and seconded by Ms. Reddington. There was no discussion. A voice vote was taken. The motion carried unanimously.

The meeting was adjourned at 1:46pm.

Documents and Exhibits

- Fall Brook Building Committee Meeting #42 slideshow presentation by LeftField, dated 4/14/26.
- Lighting Design slideshow presentation by MDS, dated 4/14/26.

Attachments

- None

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