

**Gardner Waterford Elementary School  
School Building Committee  
Meeting Minutes  
January 16, 2019  
Gardner Middle School 4:00 p.m.**

**Members Present**

Mark Pellegrino, Superintendent of Schools; Robert Swartz, School Committee Member; Jennifer Pelavin, School Committee Vice Chair; Dr. Catherine Goguen, Chief Academic Officer; Joyce West, Director of Pupil Personnel Service; David Fredette, Principal (Elm Street School); Earl Martin, Principal (Waterford Street School); April Yu, Business Administrator; Wayne Anderson, Director of Facilities; Christina Thomas, Teacher (Waterford Street School); Bob Hankinson, Gardner Citizen & Former Engineer; Ronald Cormier, City Council; Heidi Jandris, A. Jandris & Sons; Margot Jones, Architect, Helen Fantini, Architects, Jones-Whitsett Architects; Alan Minkus, Director, Colliers International; Tim Alix, Project Manager, Colliers International; Chief Richard Braks, Gardner Police Department

**Call to order**

Superintendent Pellegrino called the meeting to order at 4:01p.m.

**Approve Minutes of December 12, 2018**

Mr. Swartz moved to approve the minutes from the Building Committee Meeting on December 12, 2018.

Seconded by Mrs. Pelavin

Vote - so voted.

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Jones-Whitsett Architects, Invoice # 2018166 in the amount of \$25,000.00
- Strategic Building Solutions, LLC, dba Colliers International, Invoice # 23439 in the amount of \$9,652.50

Mr. Swartz moved to approve the bills and orders as presented.

Seconded by Mrs. Pelavin

Vote - so voted.

**Report from OPM**

Mr. Alix reported that the ProPay system is functioning properly and that the City should be receiving some reimbursements by this point. The project is on schedule, and members of the Committee and the OPM will attend a meeting with the MSBA on Wednesday, January 23, 2019 to discuss the submitted

preferred schematic report with hopes of full MSBA Board approval, scheduled for February 13, 2019.

### **Report from Architects**

Ms. Jones presented information regarding the joint School Committee and City Council meeting on January 7, 2019, as the firm will be presenting the same information to the MSBA Facilities Assessment Subcommittee, and invited feedback from the Building Committee.

Ms. Fantini and Ms. Jones elaborated on the information being presented to the Facilities Assessment Subcommittee, including the site and material options that have been explored, the needs of the District, the site findings, the design of the preferred option, and the cost and scheduling.

Mr. Pellegrino noted that the Mayor has ordered the appraisal on the site to be acquired. The appraisal should be completed by the next meeting on February 13, 2019.

Mr. Pellegrino expressed concern that both elementary schools were originally built for use by older children, noting how this affects the young students who currently use the facilities. The hope is that local parents and community members see the need for a school that is age-appropriate, practical, functional, becoming a draw for young families to move back into the community and send their children to school here.

Ms. Fantini reminded the committee that the next phase is the Schematic design and that is due in July.

### **Old Business**

Mr. Hemman discussed the possibility of presenting more information to the faculty and starting to do more community outreach. Mr. Alix asked that the Committee wait until after the meeting on February 13, 2019 to start public forum initiatives. The committee discussed options for community outreach events. Mr. Pellegrino asked to continue the conversation at the next meeting about how to incorporate the school staff and Building Committee members in the initiatives. Members of the Committee offered suggestions for the best ways to get the information to the community.

Ms. Jandris inquired about the November vote for the debt exclusion and offered her opinion about the best ways to reach those Gardner Citizens who may not have children in the schools.

Mrs. Thomas explained that parents have asked about the traffic patterns with the preferred option. Ms. Jones said that as the process continues, there will be a traffic study done during the schematic design phase to identify more concrete facts about the coordination and to best resolve any issues.

**New Business**

No new business

**Other Business**

No Other Business

**Next Meeting Dates**

February 13, 2019

March 13, 2019

Meetings will begin at 4:00 p.m.

**Executive Session**

No Executive Session

**Adjournment**

A motion was made by Mr. Swartz and seconded by Dr. Goguen to adjourn the meeting. The meeting adjourned at 4:48 p.m.