

**Canton School Building Committee Meeting
Galvin Middle School Library
February 29, 2024
Minutes**

1. Call to Order: Superintendent Folan convened the Thursday, February 29, 2024 Canton School Building Committee at 6:01 pm.

Attendees:

Bob Benedetti (arrived at 6:19 pm)
David Buccelli
John Connolly
Derek Folan
Mary Graziano
Stephen Marshall
Bob McCarthy
Public/Press

Absent:

Kristian Merenda
Jonathan Mulhern

Guests:

Jennifer Carlson, LeftField
Jonathan Quell, Ai3
Justin Thibeault, Ai3

Jen Carlson, LeftField Project Manager, reviewed the evening's agenda, then reviewed and requested votes of approval for project meeting minutes and professional invoices.

2. Project Approvals:

a. VOTE to approve January 24, 2024 SBC Meeting Minutes: Mr. Folan asked for a motion to enter into discussion and approval of the Wednesday, January 24, 2024 minutes. Mr. Connolly made the motion; Mr. Scollins seconded. Hearing no requests for discussion of proposed minutes, Mr. Folan asked for a motion to approve the Wednesday, January 24, 2024 minutes as written and presented. Mr. Connolly made the motion; Mr. Scollins seconded. Ensuing roll call vote was recorded as 8-0

Bob Benedetti	yea
John Connolly	yea
Charlie Doody	yea
Derek Folan	yea
Mary Graziano	yea

Stephen Marshall	yea
Bob McCarthy	yea
Randy Scollins	yea

8 yeas 0 nays

b. VOTE to approve LeftField and Ai3 Invoices: Ms. Carlson reviewed two invoices from LeftField totalling \$27,200 and an Ai3 invoice for \$78,580, totalling \$105,780.00 for professional services. Mr. Marshall noted these invoices are in line with contractual agreements and professional fees are as expected.

Mr. Folan asked for a motion to enter into discussion and approval of posted invoices. Mr. Marshall made the motion; Mr. Scollins seconded. Hearing no requests for discussion on these invoices, Mr. Folan asked for a motion to approve LeftField and Ai3 invoices as written and presented. Mr. Marshall made the motion; Mr. Scollins seconded. Ensuing roll call vote was recorded as 8-0:

Bob Benedetti	yea
John Connolly	yea
Charlie Doody	yea
Derek Folan	yea
Mary Graziano	yea
Stephen Marshall	yea
Bob McCarthy	yea
Randy Scollins	yea

8 yeas 0 nays

3. Budget Overview: Ms. Carlson reviewed the Feasibility Study total project budget indicating that 96% of the budget is committed, leaving \$56,240 uncommitted. MSBA reimbursement rate is expected to be at 47.21% for this phase.

4. MSBA Update / Schedule Overview: Ai3 representative, Mr. Justin Thibeault, reviewed the GMS project schedule noting that PDP and PSR steps have been completed. Current phase, Schematic Design, is expected to run through the end of June 2024. Option 9E (as voted on by the committee), will be refined and developed. Budget and project size will be determined during this phase. Monthly meetings will be necessary during this phase-one each in March, April and May, and two in June to develop project design and prepare for budget submission to the MSBA. Mr. Thibeault noted that the CM (Construction Manager) will be on board by mid-April to facilitate both schematic development and budget for the project. Mr. Thibeault indicated that this phase of design development includes floor plans, site plans and grading only. Drawings, mechanical, etc. will not be available.

5. Construction Manager Selection Update: Ms. Carlson updated the committee regarding the

Construction Manager search. *Requests for Qualifications* have been advertised; Leftfield has received interest from 8 firms. Deadline for submissions is Wednesday, March 6th. Ms. Carlson will forward detailed information of all interested firms the week of March 11. All proposals, including budgets, are due Wednesday, April 3rd for selection by mid-April. Ms. Carlson noted that budgets submitted by candidates cannot be reviewed until after interviews, and reminded the committee that some uncommitted funds (\$35-\$45k) are earmarked for pre-construction fees of the CM. Ms. Carlson then asked the committee to elect a Selection Subcommittee.

a. VOTE to appoint Construction Manager Selection Committee: Mr. Folan indicated that Jen Carlson will represent LeftField, the OPM, and Justin Thibeault will represent Ai3; then presented BRC candidates for this subcommittee, asking that the committee support their selection:

- Derek Folan, Superintendent
- Stephen Marshall, Assistant Superintendent of Finance & Operations
- Jonanthan Mulhern, Principal, GMS
- Kristian Merenda-member of School Committee, SBC, BRC and a parent
- Bob McCarthy, member SBC, BRC
- Charlie Doody-Town Manager

Mr. Folan noted that the CM selection is a very public process. With the exception of a few private documents, all proposals will be available for review and interviews will be public. While not all subcommittee members may speak during interviews, information will be available to members beforehand so they may forward their questions.

Hearing no further questions, Mr. Folan asked for a motion to appoint recommended SBC members listed above. Mr. Connolly made the motion; Mr. McCarthy seconded. Roll call vote was unanimous at 8-0 and recorded as:

Bob Benedetti	yea
John Connolly	yea
Charlie Doody	yea
Derek Folan	yea
Mary Graziano	yea
Stephen Marshall	yea
Bob McCarthy	yea
Randy Scollins	yea

8 yeas 0 nays

6. Next Meeting: Committee Members identified and tentatively agreed to the following dates for SBC Meetings:

Wednesday, March 20th

Wednesday, April 24th

Wednesday, May 22nd

Wednesday, June 12th-a vote will be expected for submission of the budget to MSBA

Wednesday, June 26th-a vote will be expected for submission of the schematic design to MSBA

7. Adjournment: Hearing no requests for further discussion, Mr. Folan asked for a motion to adjourn the Thursday, February 29, 2024 School Building Committee meeting at 6:32 pm. Mr. Marshall made the motion; Mr. McCarthy seconded. Ensuing roll call vote was unanimous and recorded as:

Bob Benedetti	yea
John Connolly	yea
Charlie Doody	yea
Derek Folan	yea
Mary Graziano	yea
Stephen Marshall	yea
Bob McCarthy	yea
Randy Scollins	yea

8 yeas 0 nays