

**ELHS School Building Committee  
School Committee Conference Room and Zoom Meeting  
February 2, 2023 – 4:00 PM**

Attendees:

Stephen Chrusciel, School Building Committee Chair  
Gordon Smith, Superintendent of Schools  
Pamela Blair, Assistant Superintendent for Business  
Frank Paige, ELHS Principal (arrived at 4:02 PM)  
Heather Brown, ELHS Director of Curriculum  
Kathleen Hill, Town Council Member  
Mary McNally, Town Manager (left at 4:10 PM)  
Elizabeth (Beth) Marsian-Boucher, School Committee Member  
Bruce Fenney, Superintendent of East Longmeadow DPW  
Dr. Daniela LaBarre, School Psychologist and Faculty Member  
Greg Thompson, School Committee Member  
Ryan Quimby, Town IT Director  
Tom Christensen, Deputy Town Manager

Other Attendees:

Skanska USA Building, Inc.: Ben Murphy, Victoria Clifford, John Benzinger  
Design Team (JWA/SMMA): Kristian Whitsett, Helen Fantini, Dorrie Brooks

**Welcome & Approval of Meeting Minutes**

- Stephen Chrusciel began the meeting at 4:02 PM.
- **Stephen asked for a motion to approve the 1/5/2023 ELHSBC Meeting Minutes.**
  - **Elizabeth (Beth) Marsian-Boucher made the motion. Ryan Quimby seconded the motion.**
  - **Gordon Smith called a roll call vote:**
    - **Stephen Chrusciel - yes**
    - **Gordon Smith - yes**
    - **Pamela Blair - yes**
    - **Frank Paige - (absent at time of motion, arrived 4:02 PM)**
    - **Heather Brown - abstain**
    - **Kathleen Hill - yes**
    - **Mary McNally - yes**
    - **Elizabeth (Beth) Marsian-Boucher - yes**
    - **Bruce Fenney - yes**
    - **Dr. Daniela LaBarre - yes**
    - **Greg Thompson - yes**
    - **Ryan Quimby - yes**
    - **Tom Christensen - yes**
  - **The motion passed.**
- Mary McNally introduced Kim Collins, the new Finance Director for the Town of East Longmeadow.
- Greg Thompson noted that the School Committee plans to vote Kim Collins in as a member of the School Building Committee.
- Mary McNally asked that Tom Christensen be a proxy for her vote on the preferred option after she leaves the meeting.
  - The committee later decided that this would potentially violate open meeting law, so the committee decided to mark her as absent for upcoming motions.
- Mary McNally and Kim Collins left the meeting at 4:10 PM.

## Skanska Update

- Ben Murphy, Skanska, gave a schedule update:
  - The design team and OPM team and estimators met last week to reconcile the PSR estimates.
  - Goal for today is to bring forward to SD and for approval to submit the PSR on 2/14/23. As a clarification, we are not approving the budget at this point.
  - April 26th - Board Meeting for PSR Approval.
  - Schematic Design package is due to the MSBA on 8/31/23.
  - 10/25/23 is the scheduled Project Scope and Budget meeting with the MSBA to approve the SD package and project budget.
    - After the Project Scope and Budget is approved, the Town will have 60 days to receive local approvals for funding.
      - Kathleen Hill confirmed that the debt exclusion vote will be on election day, 11/7/23.
      - Town Council Vote is needed prior to the local debt exclusion.
      - Ballots need to be printed 5 weeks before 11/7/23.
      - Skanska to follow up if the Town Council can approve the project budget prior to the MSBA Project Scope and Budget approval.
  - Skanska showing Design Bid Build delivery method tentatively until SBC decides on construction delivery method.
    - Steve Chrusciel suggested showing the delivery method with the more aggressive schedule for the submittal until the SBC votes on the preferred method. Tom Christensen agreed.
      - Skanska to revise schedule for the PSR submission to CM at Risk method.
      - Skanska will target the March SBC meeting to present on the two methods and ask for a vote.

## Design Update - Cost Estimate/PSR Options Matrix

- PSR Cost Estimate:
  - The design team and Skanska had their two separate estimators, PM&C and PCM, provide an estimate on the current designs and then met to reconcile to an average for all options.
    - The design team clarified that material escalation is included and has gone up since the last round of estimates.
  - Option 1:
    - Not showing a reimbursement percentage for the base upgrade.
  - Option 2C:
    - Add/Renovation
    - Cost impact from needing to build-out for insulation required in renovations.
    - \$3M included for swing space modulars.
  - Option 3C:
    - New Construction
    - Two estimates are closer together, partly because the most time was spent on reconciling this option.
    - Includes District Offices, ELCAT and IT.

- Includes concessions, basketball courts, tennis courts, updated recreation fields, full irrigation and full site lighting.
- VRF HVAC included per facilities request.
- Alternate pricing included for Solar PV for 37% of roof area, Geothermal and Nat Gas Fired HVAC.
  - The Design team added that Solar PV would offset plug loads and HVAC usage. Minimizes but does not eliminate fossil fuel usage.
  - This option does not require swing space modulars but there is phased construction required to remove a small area of the existing school for site enabling.
- The design team shared cost comparison for option 1, 2C and 3c, construction costs, total project costs, and town share.
  - Greg Thompson asked what the cost would be to get up to code if the project fails.
    - The design team answered that option 1 would be the cost if it was all done in one project. Most districts would end up breaking down the upgrades into multiple projects which could end up costing more or potentially not end up happening.
- Beth Marsian-Boucher asked if pool costs were included in these estimates.
  - The design team clarified that pool costs are not included in these estimates. The pool is a separate project outside of the MSBA scope that can happen in parallel with the project but will require two separate votes from the community and would be contracted and permitted separately.
- Greg Thompson asked if the pool locker room can be included in the main project to lower the cost of the pool project to make the pool project as small as possible.
  - The design team responded that they can look into it for functionality but it would definitely be non-reimbursable by the MSBA.
- Greg Thompson asked what the cost per square foot was.
  - Option 3C: \$758
  - Option 2C: \$711
- Skanska added that there has been no value engineering to date and that this is a baseline estimate.
- The design team noted that there is a standard soft cost percentage included on all options.
- Evaluation Matrix:
  - Design team reviewed plus deltas of each option and asked if the SBC would like to revisit the criteria or scoring weight.
    - Kathleen Hill confirmed that she is comfortable with the criteria and weighting and feels that this generally captures the community's concerns.
  - Option 3C scored the highest.

**Gordon Smith asked for a motion to develop Option 3C in the Schematic Design Phase. Elizabeth (Beth) Marsian-Boucher made the motion. Kathleen Hill seconded the motion.**

- **Gordon Smith called a roll call vote:**
  - **Stephen Chrusciel - yes**
  - **Gordon Smith - yes**

- Pamela Blair - yes
- Frank Paige - yes
- Heather Brown - yes
- Kathleen Hill - yes
- Mary McNally - (absent)
- Elizabeth (Beth) Marsian-Boucher - yes
- Bruce Fenney - yes
- Dr. Daniela LaBarre - yes
- Greg Thompson - yes
- Ryan Quimby - yes
- Tom Christensen - yes
- The motion passed unanimously.

#### **Design Team Update - PSR Submission**

- The PSR draft went out to the committee prior to today's meeting to be reviewed.
- The Design team gave an overview of the PSR submittal highlights.
- Greg Thompson asked if Photovoltaics could be included in option 3C estimate for the submission.
  - The design confirmed that it could but would ask the SBC to vote it in.
- Bruce Fenney asked if the committee would want to cut out irrigation and do it as a separate project.
  - Skanska suggested leaving it in and we can value engineer the budget in Schematic Design.

#### **Tom Christensen moved to add Photovoltaics to Option 3C. Ryan Quimby seconded the motion.**

- Gordon Smith called a roll call vote:
  - Stephen Chrusciel - yes
  - Gordon Smith - yes
  - Pamela Blair - yes
  - Frank Paige - yes
  - Heather Brown - yes
  - Kathleen Hill - yes
  - Mary McNally - (absent)
  - Elizabeth (Beth) Marsian-Boucher - yes
  - Bruce Fenney - yes
  - Dr. Daniela LaBarre - yes
  - Greg Thompson - yes
  - Ryan Quimby - yes
  - Tom Christensen - yes
- The motion passed unanimously.

**Steve Chrusciel asked for a motion to approve the Preferred Schematic Report (PSR) and authorize Skanska USA Building as Owner Project Manager to submit to the Massachusetts School Building Authority on behalf of the district. Kathleen Hill made the motion. Ryan Quimby seconded the motion.**

- Gordon Smith called a roll call vote:
  - Stephen Chrusciel - yes
  - Gordon Smith - yes
  - Pamela Blair - yes
  - Frank Paige - yes
  - Heather Brown - yes

- Kathleen Hill - yes
- Mary McNally - (absent)
- Elizabeth (Beth) Marsian-Boucher - yes
- Bruce Fenney - yes
- Dr. Daniela LaBarre - yes
- Greg Thompson - yes
- Ryan Quimby - yes
- Tom Christensen - yes
- **The motion passed unanimously.**

#### **New Business**

- Next SBC Meeting 2/9/23 to approve these meeting minutes for inclusion in the PSR Submission.
- 2/9/22 meeting we will also decide our next Public Forum date.
  - Frank Paige suggested mid-March.
- Local events where the SBC could publicize upcoming Public Forums:
  - Daniela LaBarre noted there is a school book fair in April.
    - Beth Marsian-Boucher noted there is a Town wide book fair being planned and that she would follow up with the date.
    - Daniela also noted that St. Michaels has CCD on Thursday nights, which draws a big crowd of elementary and middle school students and parents.

#### **Public Participation**

- Mr. Page, a member of Town Council, asked if the SBC could give a timeframe for when the Town Council needs to vote to approve the project to include it on a debt exclusion vote. Mr. Page asked that the SBC also look at timing for publicity of the project prior to the debt exclusion vote.
  - The Design team and Skanska noted the following key dates:
    - 10/25/23 MSBA approval of Project Scope and Budget (formalizes the total project budget).
    - Two weeks prior - OPM notifies the MSBA of the final budget number
    - Pencils are down for design late July for SD estimating ahead of the final 8/31/23 SD submission.
    - Skanska to follow up on timeline for Town Council approval and Ballot language approval.
  - The Design Team suggested having a meeting with the Town Council before the start of summer to review the project and vote process.

#### **Motion to Adjourn by Beth Marsian-Boucher. Ryan Quimby seconded.**

- **Gordon Smith called a roll call vote:**
  - Stephen Chrusciel - yes
  - Gordon Smith - yes
  - Pamela Blair - yes
  - Frank Paige - yes
  - Heather Brown - yes
  - Kathleen Hill - yes
  - Mary McNally - (absent)
  - Elizabeth (Beth) Marsian-Boucher - yes
  - Bruce Fenney - yes
  - Dr. Daniela LaBarre - yes
  - Greg Thompson - yes
  - Ryan Quimby - yes
  - Tom Christensen - yes

- The motion passed unanimously.

**Adjourned at 5:23 PM.**