



Town of Reading Meeting Minutes

2016-09-22 LAG

Board - Committee - Commission - Council:

Permanent Building Committee

Killam School Building Committee

Date: 2025-02-03

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Session: Open Session

Purpose: General Business

Version: Final

Attendees: **Members - Present:**

Chair Carla Nazzaro, Vice Chair Pat Tompkins, Shawn Brandt (remote), Kirk McCormick (remote), John Coote, Chris Haley, Ed Ross, Nancy Twomey

Members - Not Present:

Gerg Stepler

Others Present:

Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman, Facilities Director Joe Huggins (remote), Assistant Facilities Director Kevin Cabuzzi (remote), Colliers Project Manager Shirly Ng, Colliers Project Manager Mike Carroll, LBA Project Manager Jenni Katajamaki, LBA Architect Leigh Sherwood (remote), Sharon Angstrom (remote), Lindsey Fulton (remote), Thomas Milaschewski (remote)

Minutes Respectfully Submitted By: Joshua Delaune

Topics of Discussion:

This meeting was held in-person in the Town Hall Select Board Meeting Room and remotely via Zoom.

Call to order:

Chair Carla Nazzaro called the meeting to order at 7:00 pm.

Roll call attendance: Pat Tompkins, Shawn Brandt (remote), John Coote, Chris Haley, Ed Ross, Kirk McCormick (remote), Nancy Twomey, Carla Nazzaro.

Public Comment:

No reports.

Liaison Reports:

No reports.

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Board Committee Voted 7-0-0 to take out of order the designer update.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Ed Ross – Yes, Greg Stepler – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Designer Update:

LBA Architects provided an update on the design and provide a run through on the steps of the MSBA Submission Process.

Design Update

LBA Architect Leigh Sherwood provided a general update on the refinement of the design. They have met with the site civil engineer and faculty to ensure that everything is in the right space. This week they have shown layouts of rooms to some of those faculty. He noted that the specs and designs were sent to two cost estimators one through LBA and CPL, after reconciliation they compiled a comprehensive list. Every spot designed is appropriate for the MSBA.

As of this meeting the KSBC had not received the full cost estimation reconciliation list, those documents will be sent out before the next meeting and then discussed.

MSBA Schematic Design Submission Process

LBA Architect Jenni Katajamaki provided an update on the submittal process and there was a discussion on how feedback will be received from the committee. The period for comments and feedback from KSBC is January 23 – January 30, on the February 3 KSBC meeting their will be a discussion on the schematic design with a potential vote to approve and send off to the MSBA. The MSBA review period will be February 10 – March 15, once the review period is over the district (Reading) will have 14 days to provide a response to the MSBA. The Town will know by April 30 if the MSBA Board approves the SD scope and budget.

The feedback from KSBC will be sent over to town staff (Joshua) by January 30, Joshua will compile all feedback for the OPM and design team.

OPM Update

Financial

Colliers Project Manager Shirley Ng reviewed the project's budget and cost summary, highlighting that the budget is in good shape. There was no update and no new committed cost.

Ms. Ng also presented the latest December invoice from Colliers in the amount of \$9,798.50, and two LBA invoices one for November services (\$97,862.34) and the other for December services (\$74,308.40) totaling \$172,170.74.

Cash Flow is good and still projecting in the positive.

On a motion by Ed Ross, seconded by Pat Tompkins, the Killam School Board Committee Voted 7-0-0 to approve the LBA invoice 21241 totaling \$97,862.34, LBA Invoice 21321 totaling \$74,308.40, and Collier Invoice 1013101 totaling \$9,798.50.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Ed Ross – Yes, Greg Stepler – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

OPM Update

Schedule

CPL has been in contact with MSBA to get standard vote language, the language will go to the Town Manager to review with town counsel then there is back and forth with MSBA counsel to ensure language is correct for the Town Meeting warrant.

CPL OPM Mike Carroll noted that the project is progressing well along with the schedule pointing out specific dates to pay attention too on the master schedule. If the project and vote progress the OPM states that the bidding base contract should be set to go out in March of 2026. That timeline will allow for the contract to be executed by May 2026. More details for the schedule are to follow once the project is in the next phase of construction.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to accept the KSBC project schedule presented by Colliers to be submitted to the MSBA.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Total project Budget

Mr. Carroll provided an overview of the total budget and the MSBA 3011 form. CPL has submitted a draft of the document to the MSBA and they were informed that there is a new version of the form that will be worked on this week. However, they were also informed that the base reimbursement rate did raise from 45.95% to 46.58%, with the Town's projected incentive points the reimbursement rate has raised from _ too _ has The overall projected total project budget is \$130,011,783.

From the informal straw poll last week, the roof top solar budget item is now included in the total project budget.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to add the roof top solar panels in the total project budget.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

There was a discussion on eligible cost and ineligible cost, noting that the reimbursement rate is for only the eligible cost.

On a motion by Nancy Twomey, seconded by Ed Ross the Killam School Board Committee voted 7-0-0 to accept the KSBC total project budget as presented by Colliers in the amount of \$130,011,783 with the MSBA reimbursement rate of 52.08% of the eligible cost.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

New Commitments

SD Extension of Services – OPM

Mike Carroll provided a brief update and is asking the KSBC to extend the contract for an additional \$40,000. CPL would like to continue to bring the level of support and involvement they have had throughout the project thus far and through the town vote in May. Currently the existing contract states that if the vote in May passes then there will be a large amendment to take CPL from the vote to close out of the project.

On a motion by Ed Ross, seconded Nancy Twomey by the Killam School Board Committee voted 7-0-0 to approve the Colliers Amendment 02 for extended SD services in the amount of \$40,000.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

SD Extension of Services – Designer

This agenda item was tabled for another meeting date.

Modular Design Services

Mike Carroll provided an update on the modular buildings; the district has provided interest in bringing in Gienapp Architect to plan the moving of them. The approval of this would allow for the vendor to proceed with planning and coordinating with the town to move them due to the time sensitive nature. Gienapp Architects are the on-call architecture services for the district, however this is outside of their scope which is why it is brought forward to the committee.

John Coote did bring up the question as to why is the KSBC voting on this item if the buildings already belong to Reading Public Schools, if the town already owns them just go ahead and move them, that this is not apart of the project scope. There is no need to fund this from the Killam School Board Committee.

Members of the committee disagreed stating that due to the modular building being on site and being utilized to the fullest extent until construction is complete that the Killam School Board Committee has this part of the project already in the budget. 4

On a motion by Ed Ross, seconded Nancy Twomey by the Killam School Board Committee voted 6-1-0 to approve the Geinapp Architect Proposal from Colliers in the amount of \$85,000 for architecture services to relocate two modular classrooms from Killam to the Reading High School.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – No, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Designer Update

Review KSBC Comments on MSBA - SD submitted

LBA Project Manager Jenni Katajamaki provided a quick update on the feedback from the committee on the MSBA submittal information.

Carla Nazzaro stated the committee would like some more time to review the paperwork sent out due to the time commitment between the Killam School Project and the Reading Center for Active Living.

Mike Carroll clarified that this agenda item is for the committee to approve the packet Collies sent KSBC to review to be sent to the MSBA. Comments can still come in and they can be applied when the project moves into the DD phase.

The committee will have until February 17 2025 to review and send in more comments. So far John Coote was the only member to send in feedback, Jenni Katajamaki provided direct feedback for each comment.

Meeting Minutes:

On a motion by Nancy Twomey, seconded by Ed Ross, the Killam School Building Committee voted 7-0-0 to approve the meeting minutes of January 22 2025.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Next KSBC Meeting – March TBD

Currently there are no meetings for KSBC scheduled.

There was discussion on what to do during this time during the MSBA submission, a meeting may be scheduled in March. A one pager flyer may be printed out and provided to the public. Assistant Town Manager Jayne Wellman mentioned that any flyer or handout needs to be run through OCPF to ensure we are following all campaign and finance laws.

Adjourn:

On a motion by Ed Ross, seconded by Pat Tompkins, the Killam School Building Committee voted 7-0-0 to adjourn at 8:06 pm.

Roll call vote: Pat Tompkins – Yes, Shawn Brandt – Yes, John Coote – Yes, Chris Haley – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.