2016-09-22 LAG

Town of Reading
Meeting Minutes

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2025-07-14 Time: 7:00 PM

Building: Reading Town Hall Location: Conference Room

Address: 16 Lowell Street Session: Open Session

Purpose: General Business Version: Final

Attendees: **Members - Present:**

Pat Tompkins, John Coote, Chris Haley, Shawn Brandt, Ed Ross, Greg Stepler, Nancy Twomey, Carla Nazzaro.

Members - Not Present:

Kirk McCormick.

Others Present:

Town Manager Matt Kraunelis, Assistant Town Manager Jayne Wellman (Remote), Sharon Angstrom, Colliers Project Manager Mike Carroll (Remote), LBA Project Manager Jenni Katajamaki, LBA Architect Leigh Sherwood

Minutes Respectfully Submitted By: Harani Kumaresh

Topics of Discussion:

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

<u>Call to order:</u>
Chair Carla Nazzaro called the meeting to order at 7:00 pm.

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

On a motion by Ed Ross, seconded by Pat Tompkins the Killam School Board Committee voted 7-0-0 to take agenda items 6 & 7 out of order.

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.

<u>Public Comment:</u>
No reports.

<u>Liaison Reports:</u>
Joseph Huggins gave a comprehensive progress report on the modular relocation progress. He noted that the site work at Reading Memorial High School is progressing, with all utilities except electric connected. Sonotube will be poured within two days. At Killam, decks have been removed, and units are being separated for relocation to the high school next Wednesday. RMLD has established an electrical pathway. Substantial completion is expected by August 26–27, on budget and ready for the school year.

Jenni Katajamaki reported that drilling for the Geothermal wells has been delayed due to procurement issues with the loop tubing. A new supplier is expected to deliver within two weeks, with drilling likely in three weeks for the test well near Sawtelle Hospice House. All required permits have been obtained, and no additional subsurface testing is planned. No drilling or construction is anticipated between August 18 and the start of the school year.

Carla Nazzaro informed the committee that A communications meeting was held, with plans for an abutter meeting over the summer and a community meeting in the fall. She noted that the parents and neighbors have expressed interest in project updates, and efforts are underway to provide information on upcoming work and timelines.

CPL Financial Review*

Justin Ferdenzi presented a detailed overview of the updated project budget. The original feasibility and schematic design phase was budgeted at $2.2 million. With the project moving into full development and construction, the new total project budget is $130,130,783. Next, he presented the budget adjustments, many related to previous votes and approvals. The commitment tab committed costs include the Daily Times Chronicle advertisement for the modulars and LBA Amendment 17. Expenditures include two Colliers invoices, the Daily Times Chronicle invoice, Gienapp Architect invoicing for the modular project, and LBA invoicing. Forecast costs reflect the full duration of church parking lot use for all construction phases. Mike Carroll confirmed that this is a preliminary item with no commitment or contract in place. Duration and final costs will be confirmed before proceeding.

Mike noted that the Gienapp Architect and Daily Times Chronicle invoices fall outside existing services and require official votes for approval, as they do not have Colliers' recommendation letters. These invoices were first processed through the Facilities Department before being submitted to Colliers. Jayne clarified that the efforts are underway to align the invoice process across both building committees.

On a motion by Ed Ross, seconded by John Coote the Killam School Board Committee voted 7-0-0 to acknowledge the CPL Invoice #1068931 in the amount of $22,776.75 for J. Warren Killam Elementary School Project.

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.

On a motion by Ed Ross, seconded by John Coote the Killam School Board Committee voted 7-0-0 to approve the CPL Invoice #1060700 in the amount of $40,122.00 for J. Warren Killam Elementary School Project.

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.

On a motion by Ed Ross, seconded by Nancy Twomey the Killam School Board Committee voted 7-0-0 to approve the LBA Invoice #22035 in the amount of $546,875.00 for J. Warren Killam Elementary School Project.

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.

On a motion by Ed Ross, seconded by Nancy Twomey the Killam School Board Committee voted 7-0-0 to approve the Daily Times Chronicle Invoice # 250309 in the amount of $354.00 for J. Warren Killam Elementary School Project.

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.

On a motion by Ed Ross, seconded by Nancy Twomey the Killam School Board Committee voted 7-0-0 to approve the Gienapp Architect Invoices # 682.29-1, #682.29-2, #682.29-3, #682.29-R1, and #682.29-4 in the amount of $77,947.75 for J. Warren Killam Elementary School Project.

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.

CPL Schedule Update

Justin presented an updated project schedule, noting DD documents are expected on the 17th, with cost estimating and reconciliation to follow within two to three weeks. Concurrently, the team will review documents for quality control, with comments provided to KSBC. Internal commissioning and other team members will also review the drawings.

Contract Amendments*

Justin and Jenni presented LBA amendment #17 which includes a $28,000 credit from unused traffic study funds applied to new work for the same consultant. Scope items include on-site and off-site traffic engineering, compliance energy modeling to meet updated Massachusetts stretch code requirements, and a tree removal protection plan. Mike and Leigh confirmed that the energy modeling involves three components: LEED model, TEDI model for code compliance, and a backstop calculation for thermal bridging. Additional services are defined per MSBA's contract as work beyond basic services, not due to scope oversight. The committee discussed why advanced energy modeling to meet Massachusetts stretch code requirements is categorized as an additional service rather than basic services. Leigh noted that the modeling, including advanced thermal bridging analysis, is conducted by a specialized consultant and was not part of prior experience. While it increases oversight and detailing work, it is necessary to demonstrate code compliance. MSBA recognizes energy modeling as an additional service, separate from design work.

On a motion by Ed Ross, seconded by Nancy Twomey the Killam School Board Committee voted 6-0-0 to approve LBA Amendment 17 in the amount of $165,560.00 for LBA basic services for the J. Warren Killam Elementary School Project.

The committee discussed off-site traffic engineering and other services categorized as "additional" under MSBA definitions. Mike and Leigh noted that these services, including geotechnical, environmental, and reimbursable costs, are budgeted within the existing LBA contract and do not increase the overall project budget. The term "additional services" reflects MSBA categorization rather than unanticipated or extra costs. Current budgets remain unchanged at $130,011,783.

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.

LBA Preview – Updated DD Slides

Jenni presented an update on the DD documents and progress toward the Design Development (DD) submission. Exterior finishes were finalized, with phenolic panels selected over ultra-high-performance concrete due to cost considerations. Roof screen design is under review to minimize visibility and address acoustical concerns. A reduced-size generator option is being considered to protect building systems while potentially lowering costs; discussion continues on its use for emergency shelter purposes. The project was submitted to the Community Planning & Development Commission (CPDC), with anticipated hearings on August 11th and September 8th. Interior finishes, room fit-outs, lighting selections, and coordination among MEP, structural, and technology disciplines have also been finalized.

She presented the DD submission schedule noting that the cost estimate documents were submitted on July 17th, with committee comments due by August 7th. Between August 7th and 18th, cost reconciliation and value engineering will take place. The SBC meeting to approve the DD submission is scheduled for August 18th, with final submission to the MSBA on August 19th.

<u>Approval of Prior Meeting Minutes (06/02/25)*</u>

On a motion by Ed Ross, seconded by Shawn Brandt, the Killam School Building Committee voted 7-0-0 to approve the meeting minutes of June 02 2025.

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.

<u>Future Agenda Items & Next Meeting Dates</u>

The next SBC meeting is scheduled for August 18th at 7:00 PM, and the committee will move to a monthly meeting schedule on the second Monday of each month, with Extended Leadership Team (XLT) meetings on the first Monday.

Discussion was held regarding upcoming meeting dates for the remainder of the year. Adjustments for XLT and town meetings were confirmed, including scheduling the November 12th meeting to avoid conflicts. Josh will send updated reminders.

<u>Adjourn*</u>

On a motion by Ed Ross, seconded by Nancy Twomey, the Killam School Building Committee voted 6-0-0 to adjourn at 9:17 pm.

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.