



Consentino School Building Committee Remote Meeting October 12, 2023

Governor Healey has extended pandemic-related authorizations thereby allowing remote and hybrid meeting options for public bodies through March 31, 2025.

I. Call to Order.

Dr. Marotta, Chairperson Pro tem called the meeting to order at 9:00 am. A roll call was requested with the following results:

Mr.	Bevilacqua	Absent	Mr.	Pfifferling	Absent
Mr.	Boucher	Present	Dr.	Poor	Present
Mr.	Bucuzzo	Present	Ms.	Sullivan	Absent
Mr.	DiBurro	Absent	Mrs.	Perkins	Present
Mr.	Dorrance	Present	Mayor	Fiorentini	Present
Dr.	Marotta	Present			

Also present were:

A. Michael	Carroll MCPPO, Senior Project Manager - Colliers Project Leaders
Michele	Rogers, AIA, MCPPO, Senior Associate, Dore+Whittier
Suzanne	Yeung, MCPPO, Colliers Project Leaders
Allison	Barnes, Assistant Project Manager - Colliers Project Leaders
Donald	Walter, AIA, MCPPO, Dore+Whittier
Orlando	Pacheco, City of Haverhill Energy Consultant

II. Review Previous Meeting Minutes for Approval

- a. September 21, 2023

A motion was made by Mr. Boucher to approve the minutes as presented. Dr. Poor seconded the motion. A roll call vote was requested with the following results:

Mr.	Boucher	Yes	Dr.	Poor	Yes
Mr.	Bucuzzo	Yes	Mrs.	Perkins	Yes
Mr.	Dorrance	Yes	Mayor	Fiorentini	Yes
Dr.	Marotta	Yes			

Motion passes

III. OPM Report

- a. Financials
- b. Upcoming Schedule Information for 90% MSBA submission
- c. Master Updated Schedule
 - i. Option 1 February Move-In
 - ii. Option 2 April Move-In
 - iii. Option 3 July Move-In
- d. Add Services for Dore + Whittier
 - i. Survey
 - ii. Lower Field Design

IV. Authorization of a Designee for Small Changes

V. 60% MSBA Comment Response

VI. Ground Breaking

VII. Pre-Qualification Subcommittee

- a. Prequal Document



**Consentino School Building Committee Remote Meeting
October 12, 2023**

- b. Request to create a subcommittee (Colliers, D+W, Owner)

VIII. Design Team Report

- a. 90% Submission Requirements and Review
- b. Lower Field Work
 - i. Review Scope
 - ii. Request Approval to Move Forward
- c. Solar Study

IX. Next Steps

- a. **Next SBC meeting to be held Monday November 6, 2023, at the standard time of 9:00 am.**

X. Questions and Comments

XI. Adjourn

III. OPM Report.

Financials. Ms. Yeung reported that for the month up to September 1, 2023, there were two (2) invoices: Colliers International in the amount of \$45,700 and Dore+Whittier in the amount of \$599,400 20.

In response to Mayor Fiorentini’s question regarding whether the invoices were reasonable and within the budget, Ms. Yeung replied yes.

There were no other questions on this item.

A motion was made by Dr. Marotta to approve the invoices. Mr. Boucher seconded the motion. The mayor requested a roll call vote with the following results:

Mr.	Boucher	Yes		Dr.	Poor	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Mr.	Dorrance	Yes		Mayor	Fiorentini	Yes
Dr.	Marotta	Yes				

Motion passes

Upcoming Schedule Information for 90% MSBA submission.

Ms. Yeung referenced several important upcoming dates: Reconciliation Meeting on Monday, October 30, 2023; Administrators’ Meeting on Friday, November 3, 2023 followed by the School Building Committee Meeting on Monday, November 6, 2023 which will include the approval vote for the 90% submission package and then submittal to the MSBA on Thursday, November 9, 2023.

Ms. Yeung provided some options for move-in dates in 2026: Option 1 February Move-In; Option 2 April Move-In and Option 3 July Move-In (all dates in 2026). She noted each option had its pros and cons. She outlined that the construction phase would start in either February/March 2024. Ms. Yeung related that phase one construction included the construction of the new building, followed by the removal of the old building and finishing of the site work after the move in date. She continued that



Consentino School Building Committee Remote Meeting October 12, 2023

construction of the new building in all three of these options was basically the same from a construction standpoint with a substantial completion date of February 6, 2026. Ms. Yeung highlighted the three (3) week window from substantial completion to the move in date to the new building. She noted that the February/March 2026 date would allow grade 8 to have some time in the new building prior to the end of the school year. Ms. Yeung referenced Dr. Poor's concern with the April move-in date occurring during the MCAS testing period. She indicated that the July move-in date provided more time to address issues and provide training but postponed construction phase 2 completion until 2027 and the eighth-grade class (2026) would not have any experiences in the new building.

Ms. Yeung was seeking a vote by the school building committee hopefully at today's meeting regarding the move-in date selection.

Mayor Fiorentini asked for guidance from school personnel on these options.

Superintendent Marotta stated that today was the first time she was made aware of the delay in phase 2 with a July 2026 move-in date.

Ms. Yeung explained that the next phase of construction cannot begin until the staff and students are out of the building. She related that the first part of phase two would be the tearing down of the old building.

Dr. Marotta offered that a move-in delay would have a financial impact. She stated that having a brand-new school ready for occupancy and keeping students in a subpar school would not be her recommendation. The superintendent expressed concern that having students and staff moving during MCAS was a concern. She added the earlier occupancy date was a preferred option.

Dr. Poor agreed with Dr. Marotta's assessment. He had trepidations regarding an April date since there will be an added MCAS test for eighth graders (Civics).

Mayor Fiorentini inquired of the OPM that if a February 2026 move-in date was selected today would it be difficult to change if circumstances changed next year.

Ms. Yeung answered it would not be impossible but there would be a substantial cost. She gave a hypothetical example of monthly construction costs of \$150,000 with extension of a number of months.

In response to the mayor's question on the worst-case scenario, Ms. Yeung replied that the second phase was primarily demolition and usually involved a smaller crew. She explained that on the bid date there would be competition among the bidders so the city should receive a competitive price with actual costs.

Mayor Fiorentini was prepared to vote for the February date, but asked if there were any questions from the building committee members.



Consentino School Building Committee Remote Meeting October 12, 2023

Superintendent Marotta explained that there had been previous conversations therefore she had no further ones. She asked if the committee needed further research or questions regarding the move-in date.

Mayor Fiorentini asked if there was a motion on this item.

A motion was made by Mr. Boucher to approve Option 1 February 2026 Move-in Date. Dr. Poor seconded the motion. The mayor requested a roll call vote with the following results:

Mr.	Boucher	Yes		Dr.	Poor	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Mr.	Dorrance	No		Mayor	Fiorentini	Yes
Dr.	Marotta	Yes				

Motion passes

Ms. Yeung continued with the OPM items with a review of the additional services for Dore+Whittier (ESR number 13) which was for a boundary and topographic survey in the amount of \$27,500. She related that there were missing documents which needed to be filed with the Registry of Deeds. Ms. Yeung noted that there had been an expectation that the deed was already established, however, there was nothing officially documenting property boundaries. She clarified in response to the mayor’s question, that this request was a change order but within the overall budget and would impact the contingency.

Both the mayor and superintendent were hesitant about taking funds this early in the project out of contingency.

Ms. Rogers explained that at the time of the proposal when the original proposal was developed there was an allowance for survey work and all but \$10,000 of this amount falls within that allowance. She outlined that in order to use additional funds, there needs to be a request for additional services. Ms. Roger further clarified that for the boundaries of the entire site which were never fully established the surveyors had to go out and complete an incredible amount of research work to bring all the properties back together, i.e., 16 properties. She noted that there was an incorporation of the boundaries around the Silver Hill site and additional fields area because they're all part of the same parcel. Ms. Rogers described that there would then be a document that will be filed with the Registry of which will bind all of the land together which will show ownership of the property. She related that there had been an assumption that complete ownership documents by the city were already on file at the Registry of Deeds, but realized once the project was underway that this work had not been completed and it was required to proceed with the building project.

A motion was made by Mr. Boucher to authorize the additional services (survey) for Dore+Whittier. Mr. Dorrance seconded the motion. The mayor requested a roll call vote with the following results:

Mr.	Boucher	Yes		Dr.	Poor	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes



Consentino School Building Committee Remote Meeting October 12, 2023

Mr.	Dorrance	Yes		Mayor	Fiorentini	No
Dr.	Marotta	Yes				

Motion passes

Ms. Yeung commented that the next item would be a discussion of the lower field design by Dore+Whittier. She deferred to Ms. Rogers to explain this item.

Ms. Rogers delineated a field that was underutilized due to inaccessibility and some drainage issues. She explained that if the soils were exported off the site to improve this field area along with incorporating some additional drainage it could be used by Silver Hill Elementary as a dedicated play area. Ms. Rogers stated the area was further away from the middle school area. She described the additional service would be for civil engineering for the drainage resolution and added some retaining walls. Ms. Rogers commented that during the construction of Silver Hill School there were wetland areas that had developed which would be required by the Conservation Commission. She explained the wetlands issue was discovered yesterday and was hopeful that this work would be included in the base project bid thus eliminating the expense of exporting the soils. Ms. Rogers stated that the field improvement would increase the cost of the project but there would be additional benefits of a play field.

Mr. Carroll clarified that the approval would be for Dore+Whittier to proceed with lower field design work not to exceed \$75,000 with the provision that at the next meeting a firm price for the work be submitted by Dore+Whittier.

Mr. Dorrance mentioned that this was a wonderful way to give Silver Hill a usable field.

Mayor Fiorentini supported the idea.

A motion was made by Dr. Marotta to approve lower field design work by Dore+Whittier at a cost not to exceed \$75,000, with the provision that a firm price be presented to the school building committee at its next meeting. Dr. Poor seconded the motion. The mayor requested a roll call vote with the following results:

Mr.	Boucher	Yes		Dr.	Poor	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Mr.	Dorrance	No		Mayor	Fiorentini	Yes
Dr.	Marotta	Yes				

Motion passes

IV. Authorization of a Designee for Small Changes.

Mr. Carroll explained that as the project enters the construction phase, it was the recommendation of the OPM to designate a person who was authorized to approve small changes since this procedure would be the most cost efficient from an operational standpoint. He added any approvals would then be formally approved at the next school building committee. Mr. Carroll reported that Mr. Dorrance had been acting as the de facto designee from the beginning of this project and would recommend that he be the designee for small changes by the building committee.



Consentino School Building Committee Remote Meeting October 12, 2023

Superintendent Marotta outlined there were weekly meetings to review design and noted that this process would likely continue with construction.

Mr. Carroll added there bi-weekly administrative meetings.

Dr. Poor made a motion to authorize Stephen Dorrance as the designee for small changes on the Consentino School Building Project not to exceed \$100,000. Dr. Marotta seconded the motion.

The superintendent related that she was in close contact with Mr. Dorrance and knew him to be frugal and sensible regarding expenditures.

The mayor requested a roll call vote with the following results:

Mr.	Boucher	Yes		Dr.	Poor	Yes
Mr.	Bucuzzo	Yes		Mrs.	Perkins	Yes
Mr.	Dorrance	No		Mayor	Fiorentini	Yes
Dr.	Marotta	Yes				

Motion passes

V. 60% MSBA Comment Response.

Mr. Carroll noted that the response had been submitted to the MSBA on October 4, 2023, and related that the MSBA'S comments were quite minimal and documents were sent over to their final review.

VI. Groundbreaking.

Mr. Carroll stated that this item was on the agenda to bring it to the attention of the building committee and related further discussion would take place at the next meeting.

VII. Pre-Qualification Subcommittee.

a. Prequal Document and b. Request to create a subcommittee (Colliers, D+W, Owner).

Mr. Carroll explained the composition and duties of the pre-qualification subcommittee along with the description of the process. He detailed that the general contractor along with any subcontractors are evaluated for qualifications such as having experience in working on similar projects (size and scope) along with the capacity to undertake the building project. Mr. Carroll also related that financial and legal background checks were completed on the companies. He proposed that the subcommittee include one (1) member from OPM (Colliers), one (1) member from the Design Team (Dore+Whittier) and a minimum of two (2) people from the city/district.

Mayor Fiorentini stated that it was his prerogative to appoint the subcommittee and designated Mr. Bucuzzo, Mr. Dorrance, Dr. Marotta and himself.

VIII. Design Team Report.

Ms. Rogers commented that due to server problems there was no PowerPoint presentation today, hopefully there will be some imagery available to be sent to the building committee by Friday.



Consentino School Building Committee Remote Meeting October 12, 2023

Ms. Rogers reviewed the following topics: classroom lock sets; glazing between classrooms and the corridors; main vestibule entry points and the additional entry points around the building. Ms. Rogers outlined that the classroom lock sets were designed to be keyed from both sides of the door and have an indicator that will tell us when the door is in the locked position and can be set to either option (always locked when they're in the closed position or always unlocked position). She commented that this would give ultimate control to the administration in their operation procedures and allow in the event of an emergency for somebody, from inside the room, to immediately identify whether or not the doors are in the locked position.

In regards to the glazing between the classroom and the corridors, Ms. Rogers emphasized the efforts that had been made by the design team to create an open environment where there's a lot of connection and supervision (passively and immediately) of corridors. She related that the windows within the classroom, the view out into the corridor provided some screening on those windows so that children who are seated in the classroom don't have a clear view. Ms. Rogers added that the textured glazing helped block a child from sitting and staring out into the corridor, but also allowed the adult standing to view the students outside in the corridor.

Ms. Rogers reported that the third item was the entrance and egress sequencing, that by entering the vestibule there was a 3-point system where the first check-in is outside the door, it's on what's called an AI phone where a visitor makes a connection, both verbally and is seen on a camera and they can check in with the security desk. She described that visitors would be visually monitored from that desk through the glazing that's in the vestibule (which was locked down from the school, as well as into the administration area) with the only vestibule exit the vestibule would be outside the building. Ms. Rogers added there was capability to lock all the doors, one school starts in the morning so that the only entrance into the building from all around the building would be the check-in area where there would be a security officer.

In response to Dr. Marotta's question on visualization, Ms. Rogers answered that textured classroom shades would be pulled down during a lockdown situation along with door locking.

There was no action required by the building committee on these matters.

Solar Study.

Ms. Rogers noted that with the previous approval for a solar study, engineers had been engaged to accomplish this work with the receipt of a report by the end of the month in time to incorporate the solar portion within our reconciliation process. She affirmed that a report with the entire study along with cost would be presented to the committee in the near future.

Mayor Fiorentini acknowledged energy consultant Orlando Pacheco who was in attendance.



Consentino School Building Committee Remote Meeting October 12, 2023

Mr. Pacheco outlined the preliminary results of his economic analysis (cost-benefit). He reported that the model was utilizing the industry standard. Mr. Pacheco reported that if the panels were purchased outright, they would not pay for themselves until year 14 or 15. He added that at a cost per watt installed of \$3.54 for a 700 KW system the total cost would be just under \$2.5M. Mr. Pacheco noted that if investment tax credit was available it would bring the system cost down to \$1.734M.

In response to the mayor's question on a final report, Mr. Pacheco replied that the report would be provided within the week. He commented that this information was very preliminary/baseline data and would provide useful information for the cost-benefit analysis.

The mayor noted that this matter would be continued to the next meeting which will be held on Monday, November 6, 2023 at 9:00 am.

A motion was made by Mr. Boucher to adjourn the meeting (9:59 am). Dr. Marotta seconded the motion.

A verbal vote was held for adjournment purposes.