

DRISCOLL ELEMENTARY SCHOOL – BROOKLINE, MA	MEETING MINUTES DRAFT
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DRISCOLL SCHOOL BUILDING ADVISORY COMMITTEE		November 4, 2022
Location:		Online Zoom Meeting
Time:		9:00 AM
Name	Assoc.	Present
Miriam Aschkenasy	Voting Member: Co-Chair SBC, TOB Board of Selectmen	Y
Valerie Frias	Voting Member: Co-Chair SBC, PSB	N
Susan Wolf Ditkoff	Voting Member: School Committee Community Representative	Y
Karen Breslawski	Voting Member: Building Commission	Y
David Pollak	Voting Member: Advisory Committee	Y
Nancy O'Connor	Voting Member: Parks and Recreation Commission	Y
Dan Deutsch	Voting Member: Community Representative	Y
Victor Kusmin	Voting Member: Community Representative	Y
Arjun Mande	Voting Member: Community Representative	N
Lakia Rutherford	Voting Member: Parent Representative / METCO	Y
Charles Carey	Voting Member: Town Administrator	N
Dr. Linus Guillory	Voting Member: Superintendent of Schools	Y
Lesley Ryan Miller	Voting Member: Deputy Superintendent of Teaching & Learning	Y
Matt Gillis	Voting Member: Director of Operations	Y
David Youkilis	Voting Member: Driscoll School Principal	Y
Tony Guigli	Voting Member: Project Manager, Town of Brookline	Y
Dan Bennett	Voting Member: Building Commissioner	Y
Charlie Simmons	Director of Public Buildings	N
Helen Charlupski	School Committee	Y
Michelle Bartley	Driscoll School Vice Principal	N
Jim Rogers	LEFTFIELD	Y
Lynn Stapleton	LEFTFIELD	Y
Jen Carlson	LEFTFIELD	N
Adam Keane	LEFTFIELD	Y
Andrew Deschenes	LEFTFIELD	Y
Adele Sands	LEFTFIELD	Y
Jonathan Levi	Jonathan Levi Architects	N
Philip Gray	Jonathan Levi Architects	Y
Carol Harris	Jonathan Levi Architects	Y
Kevin Cooke	Gilbane Building Company	Y
Katie Hurley	Gilbane Building Company	Y

The meeting was called to order at 9:05AM.

Construction Update

Katie Hurley from Gilbane introduced herself and provided a snapshot of her experience.

Katie Hurley presented a number of construction photos taken from their drone and provided a narrative on the flow of construction around the site and the status of major items like masonry,

windows and framing. Gilbane has a target date of December 7th to have the building closed up enough so that temporary heat can begin.

She mentioned that electrical gear was confirmed to be shipping in November, and interior work has progressed in Area C so that electrical and in-wall inspections have occurred. The main stair has been installed and skylights are expected soon.

Victor Kusmin asked when the building would be permanently weather tight; Katie Hurley responded that their schedule date is 1/23/23 and that overall the project is still on schedule.

Miriam Aschkenasy noted that the meeting minutes from the 8/5/22 meeting were not available yet so no vote could be taken. Andrew Deschenes responded that they will be sent out prior to the next meeting.

Andrew Deschenes also noted that the project is still projected to be Substantially complete on 9/15/23 and that Gilbane was taking steps to increase subcontractors crew sizes and to work Saturdays.

David Pollack mentioned that he thought the project was going to be ready for the start of school at the beginning of September 2023. Tony Guigli replied that the Town made a decision to change to terrazzo flooring in the main lobby which has moved the date out to a move-in over Columbus Day (Indigenous People's Day). **Matt Gillis** replied that the Town would still prefer to move in prior to Labor Day; Tony indicated that expectations should be kept realistic given the scope change.

Katie Hurley reiterated that Gilbane's recent schedule was still showing 9/15/23 and that they understand the Town's desire but currently can't say that they'll be done earlier.

Victor Kusmin asked whether the parent and teacher community was informed of the date change;

David Youkilis also asked how much he can/should share with the staff and school community. **Susan Ditzkoff** noted that this change impacts many people and so careful thought should be put into communication to these groups to set expectations correctly.

Miriam Aschkenasy asked David Youkilis if he had enough information to draft a notice for the school community and offered to have people from the project team review it. David agreed to draft a notice and **Jim Rogers** mentioned that several people (he, Andrew Deschenes, **Tony Guigli**) could be available to help edit the document.

Miriam Aschkenasy indicated that there was quite a bit of discussion regarding terrazzo and that prioritizing the lifespan of the building as well as maintenance were important. Matt Gillis agreed that long-term savings would be achieved by this more durable product.

Andrew Deschenes completed his schedule analysis with some information on the interior progress of the building.

Victor Kusmin asked about the decision-making process for the terrazzo change, if staff or parents were involved. Miriam Aschkenasy replied that staff and parents were not involved, it was a construction decision made by the Co-Chairs in conjunction with Matt Gillis and the Building Commission. Further discussion followed regarding the disruption caused by having to move into the new school after school has begun; several people noted that this needs to be communicated out to the community well ahead of time and that there will be many questions from the public that will need to be answered. Tony Guigli noted that the final decision to implement terrazzo has not yet been made; final pricing needs to be submitted and both the Building Commission and SelectBoard need to vote on the change.

Discussion followed about possible strategies to open in time for the start of school including working Saturdays. It was noted that at the end of a project there needs to be time built in for late requests based on inspections, training of staff on the new systems, etc.

Kevin Cook from Gilbane indicated that they are committed to doing their best for the Town.

Budget Update

Jim Rogers followed with an update on the project budget; Owner Contingency is currently at \$5.3M with approximately \$1.6M in pending Change Orders so he considered the project to be in good shape financially.

Miriam Aschkenasy asked about the status of a decision from the Turf Committee and said that she would reach out to get an update.

Helen Charlupski noted that the draft terrazzo budget number of nearly \$800K was much higher than had been originally discussed. Jim Rogers noted that there were schedule impacts and impacts to other subcontractors that weren't originally factored in the cost, and that the schedule extension has had an impact on soft costs for the Design Team and OPM. Katie Hurley noted that the number being discussed is a placeholder and the final number will be coming out in the next week.

Brief discussion regarding the next meeting which is scheduled for February 3, 2023. Andrew Deschenes agreed to work on a draft agenda with Miriam at least one week ahead of time and to send out a calendar invitation to all.

The meeting was adjourned at 10:50am.