

AGAWAM HIGH SCHOOL PROJECT – Agawam, MA

SCHOOL BUILDING COMMITTEE (SBC) MEETING #17

December 18, 2023

Agawam Public Library

3:00PM

Meeting Minutes for December 18, 2023

A scheduled meeting of the Agawam High School Building Committee was held on December 18, 2023 at 3:00pm at the Agawam Public Library. Committee members and attendees present were:

<u>Voting Member</u>	<u>Present</u>	<u>Absent</u>	<u>Notes</u>
William Sapelli-Chair	X		
Jim Blain	X		
Jennifer Bonfiglio	X		
Raymond Casella	X		
Robert Clickstein	X		
Louis Conte	X		
Dawn DeMatteo	X		
Sheila Hoffman	X		
Timothy Karetka	X		
Brian Melloni		X	
Brian Pagella	X		
Anthony Suffriti	X		
Robin Wozniak		X	
Christopher Caputo	X		
<u>Project Team Members</u>			
Linda Liporto	X		Leftfield - Senior Project Manager
James Riefstahl	X		Leftfield - Project Director
Jim Rogers		X	Leftfield - Owner
Adele Sands		X	Leftfield - Education Liaison
Kent Kovacs	X		Flansburgh - Principal-in-Charge
Jessica Libby		X	Flansburgh – Project Architect
Russ Higgins		X	Flansburgh – Project Architect

7 voting members required for a quorum

Meeting was called to order by Mayor Sapelli at 3:00 pm.

1 – Agenda

Linda Liporto went through the agenda for the meeting.

2 – Approval of Meeting Minutes

Jennifer Bonfiglio made a motion to approve the minutes of November 27, 2023. Christopher Caputo seconded the motion. No discussion occurred. It was approved 12-0-2-0 (yes-no-absent-abstain).

3 – Approval of Invoices

Linda Liporto reviewed the budget and current status of spending which included the November invoice summary, totaling \$60,600.00, which were made up of LeftField and Flansburgh monthly project costs. Jennifer Bonfiglio motioned to approve the invoices as presented. Tony Suffriti seconded the motion. No discussion occurred. It was approved 12-0-2-0 (yes- no-absent-abstain).

4 – MSBA Board of Directors Meeting Update

James Riefstahl relayed the MSBA Board of Directors pre-meeting process. On December 13th, the MSBA Board of Directors unanimously voted to have Agawam High School proceed into Schematic Design.

5 – CM-R Procurement Update

James Riefstahl reviewed the CM-R schedule. Next milestone is the receipt of Construction Manager at-Risk qualifications on January 10, 2024.

6 – Schematic Design Update

Kent Kovacs presented an overview of the scope and details the project will explore in Schematic Design, as required by the MSBA. Flansburgh also provided suggested project outreach logistics for the upcoming phase.

7 – MSBA Non-Participating Spaces

LeftField presented the MSBA reviewed non-participation project spaces. In general the area of these spaces are comparatively less than other similar projects, indicating how lean the project is in its design and alignment with MSBA recommendations of number and sizes of typical spaces. The list was for informational and discussion purposes at this time – no decisions were made at the meeting.

5 – Public Comment

There was no public comment.

6 – New Business

There was no new business.

7 – Adjournment

A motion to adjourn was made by Chris Caputo, seconded by Tony Suffriti. The motion was carried unanimously via voice vote. The meeting was adjourned at 3:45PM.