

Memorial Boulevard Intradistrict  
Arts Magnet School Committee  
Regular Meeting July 28, 2022

Present: Dr. Michael Dietter, Cheryl Assis, John Lodovico, Stephen Masotti,  
Jaqueline Olsen, John Smith, and Frank Stawski

Also Present: Angela Cahill, Timothy Callahan, DrCatherine Carbone, Ed D’Amato Jr.,  
Tom D’Amato, Michael Lane, Roger Rousseau, and Frank Tomcak

**1. CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Chair Dietter.

**2. APPROVAL OF MINUTES**

*On a motion by John Smith and seconded Frank Stawski, it was unanimously voted to approve the minutes from the June 23, 2022 regular meeting.*

**3. PUBLIC PARTICIPATION**

There was no public participation.

**4. PROJECT MANAGER’S UPDATE**

Presented by Tara Landon

- The state has allowed the city to apply for the full 63M
- FF&E deliveries are arriving and the move management team is aiding in coordination
- Theater seats have arrived and are currently being installed
- Available contingencies: Construction Manager contingency is approx. 228K and owner’s contingency is approximately 586K
- Currently on time and under budget

**5. CHANGE ORDER APPROVAL**

*On a motion by John Smith and seconded by John Lodovico it was unanimously voted to approve the change orders for D’Amato Downes, a Joint Venture, totaling \$123,428.37 as recommended by the Memorial Boulevard Intradistrict Arts Magnet School Finance Subcommittee and to take any action necessary.*

**6. ARCHITECT’S UPDATE Presented by Angela Cahill and Michael Lane**

- Working with Lea McCabe communicating on existing space and uses
- Most FF&E will be onsite prior to the start of school – there have not been too many supply chain issues on this project
- Punch-listing is almost complete in the academic wing – will be working into the theater wing

## **7. CONTRACTOR'S UPDATE**

**Presented by Frank Tomcak:**

### **Work Completed**

- Dust Collector Ductwork
- Carpet Mezzanine (Theater Wing)
- Acoustical Wall Panels, lower level (theater wing)
- Acoustical Banners in the Theater
- Final Cleaning

### **Work In Progress**

- Window treatments
- Theater Seating
- Balance of Stairwell Rubber Landings/Treads
- Carpet 1<sup>st</sup> Floor (Theater Wing)
- Exterior Signs/Clock
- Furniture Move-in (by others)
- Complete Punch-List Items

### **Work to Start**

- Balance of Commissioning for Theater
- Power and Control Wiring for the Dust Collector
- Dedication Plaques

### **Other Critical Items/Milestones**

- Procurement/delivery of long lead items (theater wing)
- "Day 2" requests

## **8. CHAIR REPORT**

**Presented by Dr. Dieter**

- Some items are not expected to arrive prior to the start of school
  - Lighting control
  - Wireless Remote Control
  - Theatrical AV
- There are three community open houses that are scheduled
  - 8/10/2022 from 2:00 p.m. – 5:00 p.m.
  - 8/17/2022 from 2:00 p.m. – 5:00 p.m.
  - 8/20/2022 from 10:00 a.m. – 2:00 p.m. (soft opening)
  - 8/12/2020 Minerva and Zbikowski plaque are arriving at the school

## **9. EXPENDITURE REPORT**

- \$54,926,488.99 has been spent
- \$19,235,463.06 has been received from the state – the last payment request to the state has been approved

## **10. OLD BUSINESS/NEW BUSINESS**

There was no old business at this time.

**11. EXECUTIVE SESSION**

***On a motion by John Smith and seconded by Frank Stawski, it was unanimously voted to convene into executive session.***

**12. RECONVENE AFTER EXECUTIVE SESSION**

***On a motion by John Smith and seconded by John Lodovico, it was unanimously voted to reconvene into public session and take any action.***

There were no motions made during executive session.

***On a motion by John Smith and seconded by John Lodovico, it was unanimously voted to engage with Terry Marselle in the amount of \$16,500.00 for his photography efforts at MBIAMS.***

**13. ADJOURNMENT**

The meeting was adjourned by Chair Dietter at 7:53 p.m.

Respectfully submitted,

*Tara Landon*

Tara Landon

Administrative Assistant/Operations

APPROVED