

Memorial Boulevard Intradistrict Arts
Magnet School Committee
Regular Meeting November 17, 2022

Present: Dr. Michael Dietter, Cheryl Assis, John Smith, Frank Stawski, and Chris Wilson

Also Present: Angela Cahill, Timothy Callahan, 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 Frank Stawski and seconded Chris Wilson, it was unanimously voted to approve the minutes from the October 27, 2022 regular meeting.

3. PUBLIC PARTICIPATION

There was no public participation at this time.

4. PROJECT MANAGER'S UPDATE

Presented by Timothy Callahan

- The new platforms are being installed in the mezzanine area of the theater
- Acoustical requirements for the commons area is still being worked out
- The project is over 99% complete

5. CHANGE ORDER APPROVAL

On a motion by Frank Stawski and seconded by Chris Wilson it was unanimously voted to approve the change orders for D'Amato Downes, a Joint Venture, totaling (\$6,209.94) 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

- There are less than two dozen items on the punch list
- There are minimal questions at the bi-weekly job meetings

7. CONTRACTOR'S UPDATE

Presented by Frank Tomcak:

Work Completed

- Window draperies at media center

- Roof terrace pavers (infill underneath dust collector)
- Spray booth wiring (control panel on site)
- Blackout shades (Studio theater)
- Digital sign for South Street
- Balance of Stairwell Rubber Landings / Treads
- Permanent carpet 1st floor (Theater Wing, 1st floor ramps only)
- Balance of Commissioning for Theater AV and Lighting
- Hose bibbs on roof
- Final wiring / exhaust for kilns
- Closeout documents

Work in Progress

- Balance of theater seating
- Window treatments (theater drapes)
- Complete balance of punch-list

Work to Start

- Final CO inspection
- Balance of Permanent STC doors for theater
- Door window shades (all classrooms)
- New lights underneath canopies (receiving / costume shop)
- Countertop for AV station, 1st floor main theater
- Stage extensions / ramps under stage / stage storage carts
- Gym logo (winter break)

Other Critical Milestones

- Procurement / delivery of long lead items (theater wing)
- “Day 2” Requests

8. CHAIR REPORT

Presented by Dr. Dieter

- The school spaces are in full operation
- Students are happy, excited, and engaged using the spaces
- Conversations regarding the lottery for 5th graders matriculating up have begun
- Mezzanine looks great with the new layout

9. EXPENDITURE REPORT

- \$59,372,235.68 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

There was no old business at this time

11. NEW BUSINESS

A motion made by John Smith and seconded by Frank Stawski to add an item to the agenda passed unanimously.

The theater seats on the north and south sides of the mezzanine were discussed.

A motion by John Smith and seconded by Frank Stawski was unanimously voted to approve not installing the additional 12 seats to the north and south sides of the mezzanine.

These seats will be added to the attic stock.

12. ADJOURNMENT

The meeting was adjourned by Chair Dietter at 6:56p.m.

Respectfully submitted,

Tara Landon

Tara Landon

Administrative Assistant/Operations

APPROVED