1. Call Meeting to Order.
   Vice Chair Mark Guerrera called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance.
   Vice Chair Mark Guerrera led the pledge of allegiance.

3. Roll Call.
   Present: Mark Guerrera, Vice Chair
   Anthony Ciriello
   David Demirs
   Brian Mays
   Thomas Walsh

   Absent: Robert Porter, Chair
   Jeffrey Desmarais
   Jim Lehner

   Present: Superintendent of Schools, Dr. Alison Villanueva
   Vice Chairman of the Watertown Town Council, Mary Ann Rosa
   Board of Education Facilities Director, Luigi Velardi
   Purchasing Agent, Donna Ford

4. Minutes.
   a. Regular Meeting – April 19, 2023
      Motion: Mark Guerrera seconded by Anthony Ciriello to approve the Regular Meeting
      minutes for April 19, 2023 as amended.
Anthony Ciriello stated on page 7 and 8 change name from Anthony Ciriello to Jeffrey Desmarais.

Dr. Alison Villanueva stated a change on page 4, last paragraph change setting a tech to sending an architect.

Aye: 4 Guerrera, Ciriello, Mays, Walsh  
Nay: 0  
Abstain: 1 Demirs  

Motion passes

5. New Business

a. Consider authorizing the Town Manager to execute an agreement with Kaestle Boos Associates, Inc. for construction administration of the synthetic turf field replacement at Swift Middle School, and also the track and synthetic turf field replacement at Watertown High School.

Mark Raimo, Town Manager spoke with Attorney Paul Jessell this afternoon he anticipated both contracts, the one for Kaestle Boos and Atlantic Sports Group would be completed. He is in trial and is not able to complete the full review of the Atlantic Sports Group. Kaestle Boos sent him over a 31-page contract which he felt was over kill for the job. We then had discussion that we are two weeks into the project now and we may be two weeks to get this contract signed. We should have some discussion on whether it is still works to sign that contract at the same cost to get this same work for Kaestle Boos. Attorney Jessell has asked if you would consider authorizing me to have the Town Council to execute this agreement once it’s reviewed and completed by Attorney Paul Jessell. It’s up to your committee as to whether to do that or not but we should have some conversation around the actual cost of the contractor Kaestle Boos so I have direction on how to work through the contract with Attorney Jessell.

Mary Ann Rosa asked how long a time period Kaestle Boos will retain the project for the individual contracts?

Vice Chair Mark Guerrera answered one a month.

Luigi Velardi, Board of Education Facilities Director added we have another four weeks.

Mary Ann Rosa added we would have to cut it in half.

Vice Chair Mark Guerrera answered not really, I think the high school is more about track in the proposal they lumped everything together so we would have to take the Swift out of that and see what the adjustment is in the number.
Anthony Ciriello stated my other question is at the end of the construction where the funding source is does there need to be an architect for certification of work done.

Dr. Alison Villanueva stated they wrote in here that periodic site visits one per week to observe for construction. The fee includes site visits on construction.

Vice Chair Mark Guerrera added maybe they can adjust for the site visits maybe that will be the correction.

Anthony Ciriello added to get it in writing to confirm their proposal.

Vice Chair Mark Guerrera stated we could have them pull out Swift, the lump sum and leave what’s left for the high school and then have them charge us hourly for the two or three site visits they’ll need at the closeout. I think if we compare the two and see which ones are least expensive that is the one maybe to recommend.

Brian Mays asked would you be concerned about being ahead of schedule or our we on schedule?

Luigi Velardi, Board of Education Facilities Director answered the demolition has been done, they are a little bit back because of all the rain and they wanted the lip around the concrete to be pushed back a little bit because of the concrete slab. If the concrete is wet, they didn’t want to take the chance of it drying out.

Mark Raimo, Town Manager asked can I summarize this so I can understand what you want me to do. You want to look at adjusting this for inspection or convert this to an hourly rate.

Vice Chair Mark Guerrera answered convert Swift to an hourly rate.

Mark Raimo, Town Manager added then we will go with the most cost effective. We do still want to keep them on board to ensure we have an architectural review upon completion.

Vice Chair Mark Guerrera added they will have to close the project out to ensure all the submittals are correct and we have the closeout package from the contractors to complete that work. I think it is going to get adjusted, they are going to miss on two site visits maybe 3, but at least we will be on board for final grading and installation of materials.

Motion for A and B
Motion: Mike Guerrera seconded by David Demirs I make a motion that we give the Town Manager permission to execute the contracts for the two projects, Kaestle Boos Associates, Inc. for the construction administration oversight with monetary adjustments as appropriate for Atlantic Sports Group. Both contracts to have Town Attorney review.

Motion passed unanimously

b. Consider authorizing the Town Manager to execute an agreement with Atlantic Sports Group for the synthetic turf field installation at Watertown High School and Swift Middle School.

6. Old Business

a. Discussion and possible action on school capital projects:

1. Discussion and possible action on bid waiver for Watertown High School and Swift Middle School turf and track replacement.

   Dr. Alison Villanueva discussed the bid waiver stating that the Astro Turf is eligible to be the provider and asked for possible action on it. I have it on the computer if you want to read it.

   Vice Chair Mark Guerrera read the bid waiver in regards to Astro Turf to the committee from computer.

   Motion: Thomas Walsh seconded by Brian Mays I make a motion to accept 6a.1.

   Motion passed unanimously

2. Review turf color samples and materials

   Dr. Alison Villanueva showed samples of the striping.

   Luigi Velardi, Board of Education Facilities Director stated the football numbers are not going to be added to the field to keep our costs to where it originally was, we have the additional cost for the added stone.

   David Demirs asked about usage of the field for groups outside of town.
Dr. Alison Villanueva stated that is a discussion we have to have, if folks have the time reserved, they will have the key and they are responsible to return it.

Mark Guerrera asked if the BOE can come up with some suggestions to start the discussion.

7. Adjournment.

Motion: David Demirs seconded by Brian Mays to adjourn the meeting at 7:25 p.m.

Motion passed unanimously

Respectfully submitted

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Mark Guerrera, Vice Chair
School Capital Projects Committee