

Green Meadow School Building Committee
Monday, June 8th, 2026, 5:00 pm
Remote Meeting

In accordance with Open Meeting Law regulation 940 CMR 29.10, please be advised that School Building Committee members are attending this meeting remotely. In addition, because Building Committee members are attending remotely, all votes taken at this meeting will be by roll call vote. Lastly, if any Building Committee member is not clearly audible to his or her fellow members or to any members of the public, please notify the Chair or his or her designee immediately and we will do our best to remedy the problem and will inform the public whether the meeting will continue. All members of the public are invited to join the meeting virtually either by computer (internet) or phone as noted at the beginning of each meeting.

I. Meeting Called to Order via Roll Call at 5:00 pm

Brian Haas – Present
Jennifer Gaudet – Present
Jerry Culbert – Present
Mary Brannelly – Present
Nicholas Kane – Present
Anthony Midey – Absent
Wayne White – Absent
Mark Anderson – Absent
Christopher DiSilva – Absent
Justin DeMarco – Absent
Matthew Johann – Absent
Greg Johnson – Present
Mike Stevens – Present
Josh Morse – Absent
Ken Neuhauser – Present
Karen Lindquist – Present
Alexis Fishbone – Present

Nathaniel Dwyre (NV) - Absent
Katie Moore (NV) – Absent
Tony Savard (NV) – Present
Ken Estabrook (NV) – Absent

Project Team Members Present:

Brady Doyle – Colliers Project Leaders
Phil Palumbo – Colliers Project Leaders
Gabriel Surriel – Colliers Project Leaders
Chris LeBlanc – MVG

Documents presented during meeting:

The meeting included a PowerPoint presentation which was presented by Brady D. and Chris L. The presentation is attached to these meeting minutes.

II. Approval of Prior Meeting Minutes

Mike S. motioned to approve the 5/11/26 SBC meeting minutes, which was seconded by Brian H., and approved via Roll Call.

III. Project Schedule and Construction Update

Brady D. presented the following project schedule updates:

Area A:

- Complete:
 - o Millwork installation
 - o Kitchen fire suppression system installation
 - o Lightning protection at roof
 - o Finish lights and power are energized; temporary lights have been removed
- Progressing:
 - o Theatrical light and stage rigging equipment installation
 - o Exterior storefront installation
 - o Floor tile installation
 - o Elevator finishes installation
 - o Cloud ceiling installation
 - o Misc. specialties, gym equipment, whiteboards and tack boards installation
 - o MDF and IDF room data wiring terminations
 - o Finish plumbing fixtures installation

Brady D. showed progress pictures of finishing details at A-1 ceramic tile, stage rigging equipment install progress, storefront frame installation at cafetorium north wall, and gym equipment install progress.

Area B:

- Complete:
 - o Window sealants applications
 - o Ceramic wall tile
 - o Drywall installation and finishing
 - o Chilled beam installation and insulation
 - o Stairwell #1 concrete is in place
- Progressing:
 - o Misc. specialties, whiteboards and tack boards installation
 - o Resilient flooring installation on second floor classrooms
 - o Ceiling grid installation on the first floor
 - o Finish paint
 - o Millwork installation
 - o Low voltage data wiring

Brady D. showed progress pictures of installing fiberglass door frame, B-2 cabinets install progress, cubbies install progress at B-1, and fire alarm devices installed at B-2 corridors.

Area C:

- Complete:
 - o Windowsill finishes are complete
- Progressing:
 - o Low voltage data and BMS system programming
 - o Above ceiling inspections
 - o Finish plumbing fixtures installation
 - o Doors and hardware installation
 - o Fin tube radiator cover installation has started

Brady D. showed progress pictures of the clean up progress in C-1 and C-2 corridors, cut in fire extinguisher cabinet at C-2 corridor ceramic tile, and the window testing at C-1 east wall.

Site:

- Complete:
 - o Loam geothermal well field
 - o Installation of entry way landings
- Progressing:
 - o Drain manhole
 - o Granite curbs
 - o Site lighting base/conduit installations
 - o Final grading plazas

Brady D. showed progress pictures of drainage installation at main entrance canopy, final grading at main entrance canopy, exterior classroom concrete forms in place south of C-wing, and conduit and light pole bases installed.

IV. Project Budget Update

Brady D. presented the following project invoices that were inputted into the project budget since the last SBC meeting:

Mount Vernon Group May invoice: \$82,000.00
Colliers Project Leaders May invoice: \$59,074.00
UTS Material Testing invoice: \$7,510.00
CTA Construction April invoice: \$3,573,231.05
CTA Construction May invoice: \$1,682,069.98
Mount Vernon Group (Amend. #12 – Add'l Geotech. Construction Admin.): \$38,500.00
TOTAL: \$5,442,385.03

Brady D. then showed the committee the total project budget highlighting the budget line items that captured the above-mentioned invoices. Brady D. pointed out the following budget line items:

- Architect and Engineer Fees – \$6,190K Budget: The MVG \$82,000.00 May invoice was captured here.
- Material Testing – \$250K Budget: The UTS Material Testing \$7,510.00 invoice was captured here.
- Owner's Project Manager – \$2,218.1K Budget: The Colliers Project Leaders

\$59,074.00 May invoice was captured here.

- Construction – Main Building and Site Package – \$61,907.6K Budget: The CTA Construction \$3,573,231.05 April invoice and the \$1,682,069.98 May invoice were captured here.
- Other AE Costs – \$200K Budget: The MVG \$38,500.00 invoice for additional geothermal engineering services was captured here.

V. Designer Update

Luis A. presented the Design Update. The Design Updates are as follows:

Construction Administration Activities

- Submittal & RFI Reviews
- PCO Reviews / Responses
- Construction Progress and Quality

FFE / Technology Update

- Furniture Fabrics and Colors
- Technology Equipment Coordination

Chris L. indicated that MVG and its consultants continue reviewing change orders, working closely with the finance subcommittee to control costs and ensure only necessary work is approved. Site observations indicate strong workmanship from CTA and its subcontractors, with only minor quality adjustments needed. There have been no significant design changes, and current efforts are focused on maintaining the original design intent while advancing site improvements, including the front plaza, grading, and installation of conduit for heated pavers.

Chris L. then stated that the Team is moving forward with final FF&E selections, coordinating color and fabric approvals before issuing purchase orders. Technology planning is underway, with bids for equipment expected following coordination meetings with district IT staff. Overall, the project remains on schedule, with furniture, technology, and equipment procurement progressing in time to support a fully furnished, equipped, and operational school opening in January.

New / Other Business

Committee members discussed the possibility of a public walkthrough of the existing Green Meadow School before the move to the new building. The district indicated they are considering an open house to allow community members to visit the building before the transition; topic to be revisited.

Next Meeting Date

SBC Meeting: **Monday July 13, 2026 @ 5pm**

Meeting Adjourned via Roll Call at 5:35PM.

GREEN MEADOW ELEMENTARY SCHOOL

TOWN OF MAYNARD, MA

CONSTRUCTION PHASE

June 8th, 2026



Project Leaders





Meeting Agenda

- I. Meeting Called to Order via Roll Call
- II. Approval of Prior Meeting Minutes
- III. Project Schedule and Construction Update
- IV. Project Budget Update
- V. Designer Update
- VI. New / Other Business
- VII. Next Meeting Date
- VIII. Adjourn Meeting via Roll Call

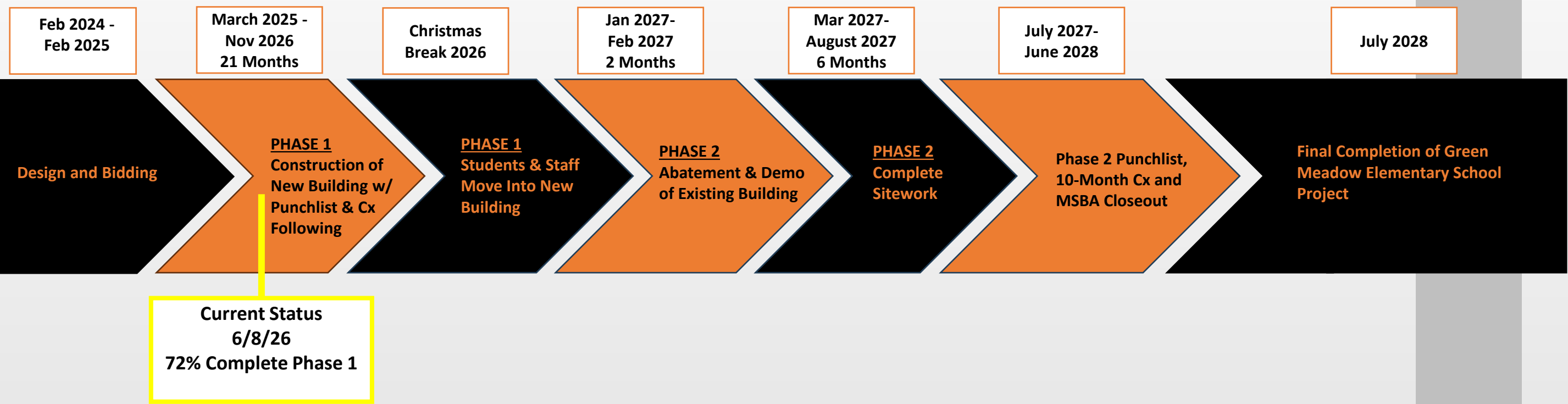


Project Leaders





III. Project Schedule and Construction Update



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT

III. Project Schedule and Construction Update



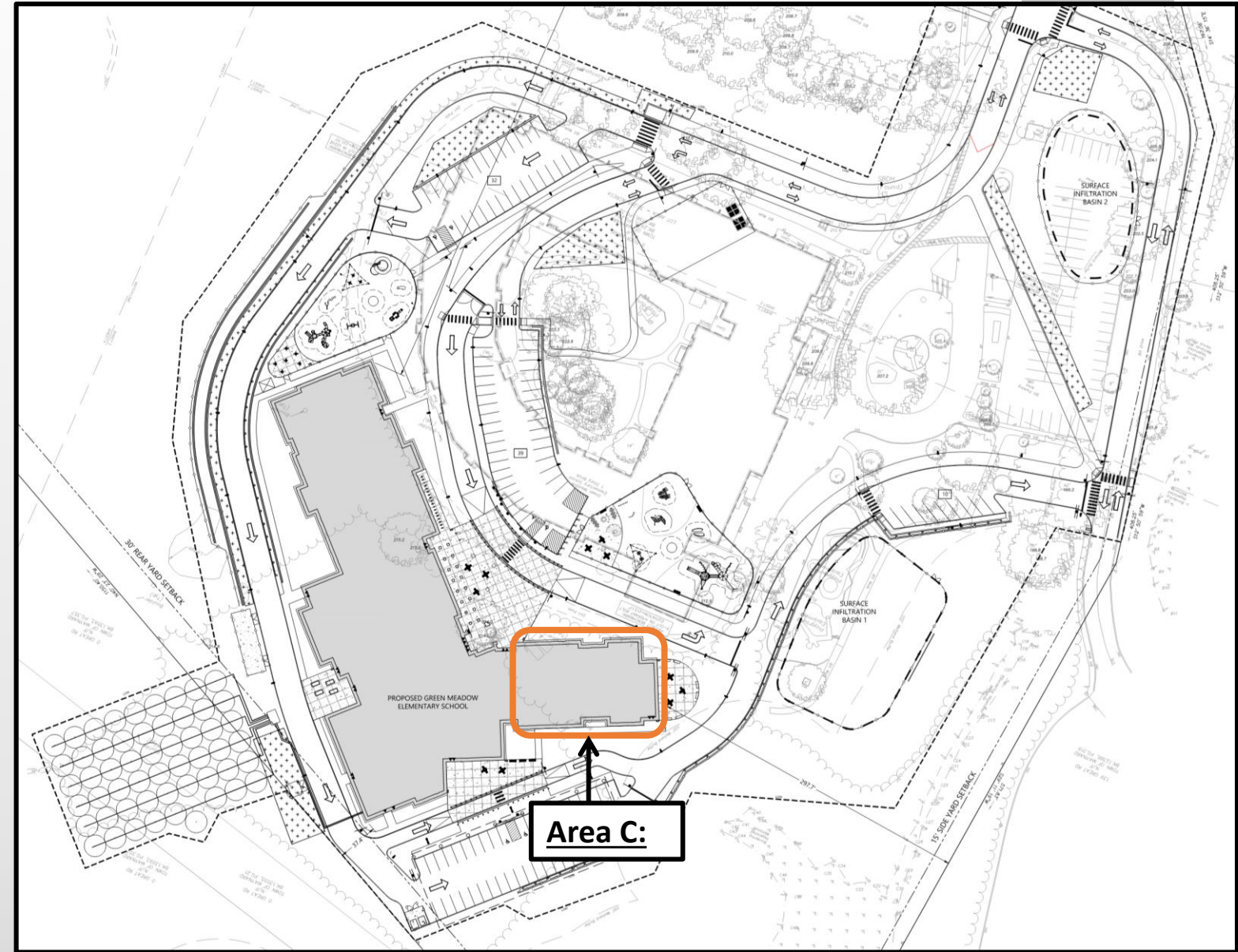
Area C:

Complete:

- Windowsill finishes are complete

Progressing:

- Low voltage data and BMS system programming
- Above ceiling inspections
- Finish plumbing fixtures installation
- Doors and hardware installation
- Fin tube radiator cover installation has started



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



III. Project Schedule and Construction Update



Cleanup C-1 corridors – 06/01/26



Cleanup C-2 corridors – 05/28/26



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



III. Project Schedule and Construction Update



Cut in fire extinguisher cabinet at C-2 corridor ceramic tile – 05/26/26



Window testing at C-1 east wall – 05/11/26



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT

III. Project Schedule and Construction Update



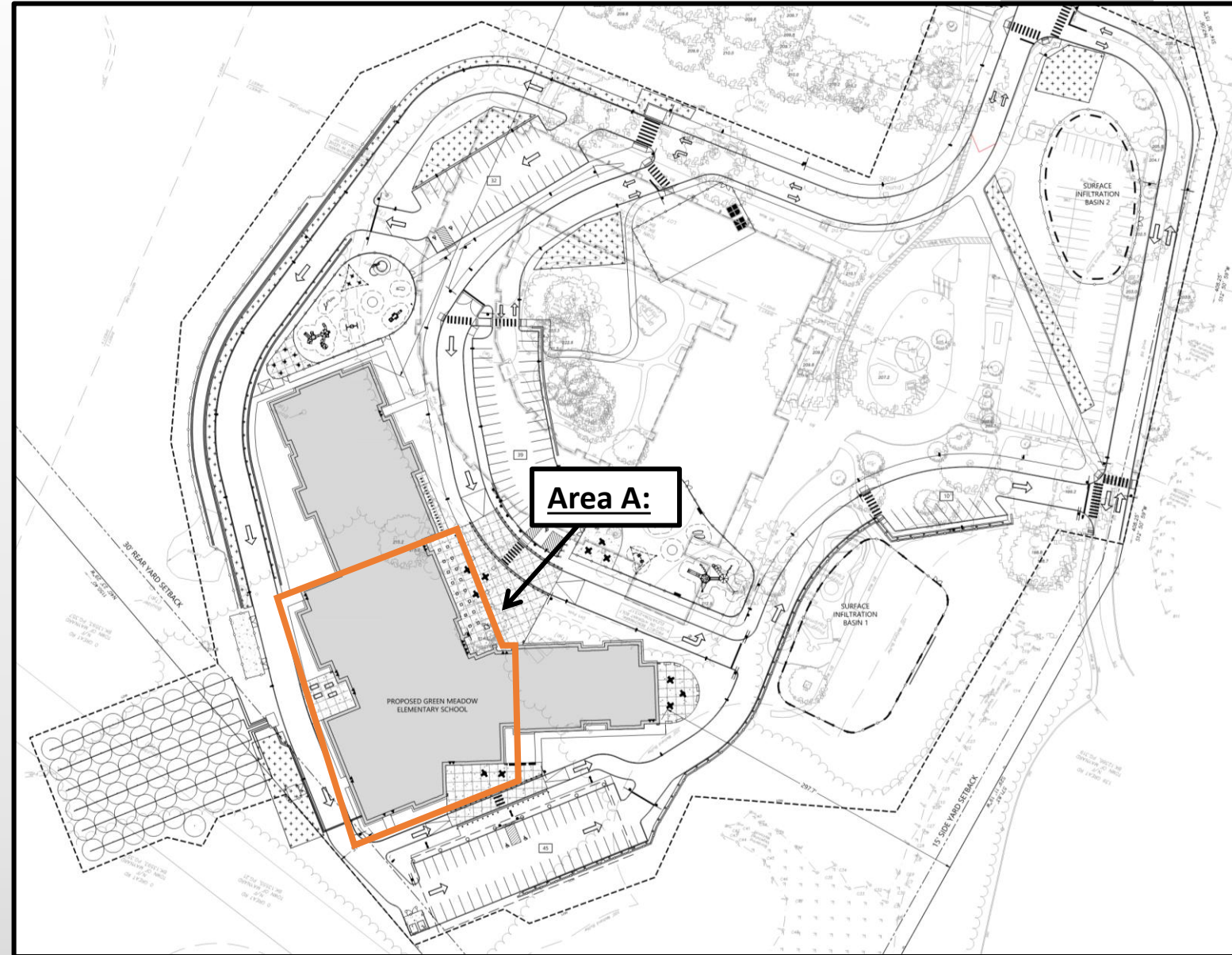
Area A:

Complete:

- Millwork installation
- Kitchen fire suppression system installation
- Lightning protection at roof
- Finish lights and power are energized; temporary lights have been removed

Progressing:

- Theatrical light and stage rigging equipment installation
- Exterior storefront installation
- Floor tile installation
- Elevator finishes installation
- Cloud ceiling installation
- Misc. specialties, gym equipment, whiteboards and tack boards installation
- MDF and IDF room data wiring terminations
- Finish plumbing fixtures installation



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

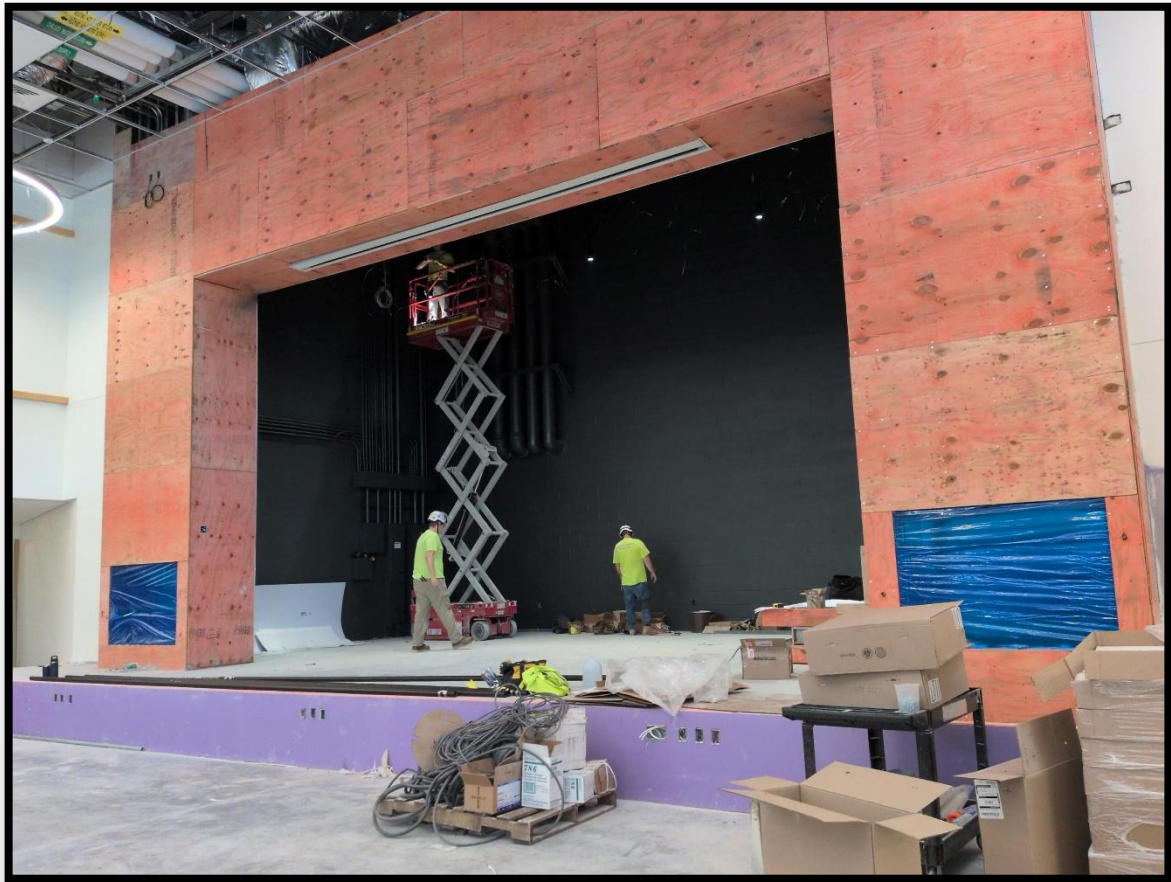
BUILDING PROJECT



III. Project Schedule and Construction Update



Finishing details at A-1 ceramic tile – 06/04/26



Stage rigging equipment installation progressing – 06/04/26



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



III. Project Schedule and Construction Update



Storefront frame installation at cafeteria north wall – 6/04/2026



Gym equipment installation progressing – 05/07/26



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT

III. Project Schedule and Construction Update



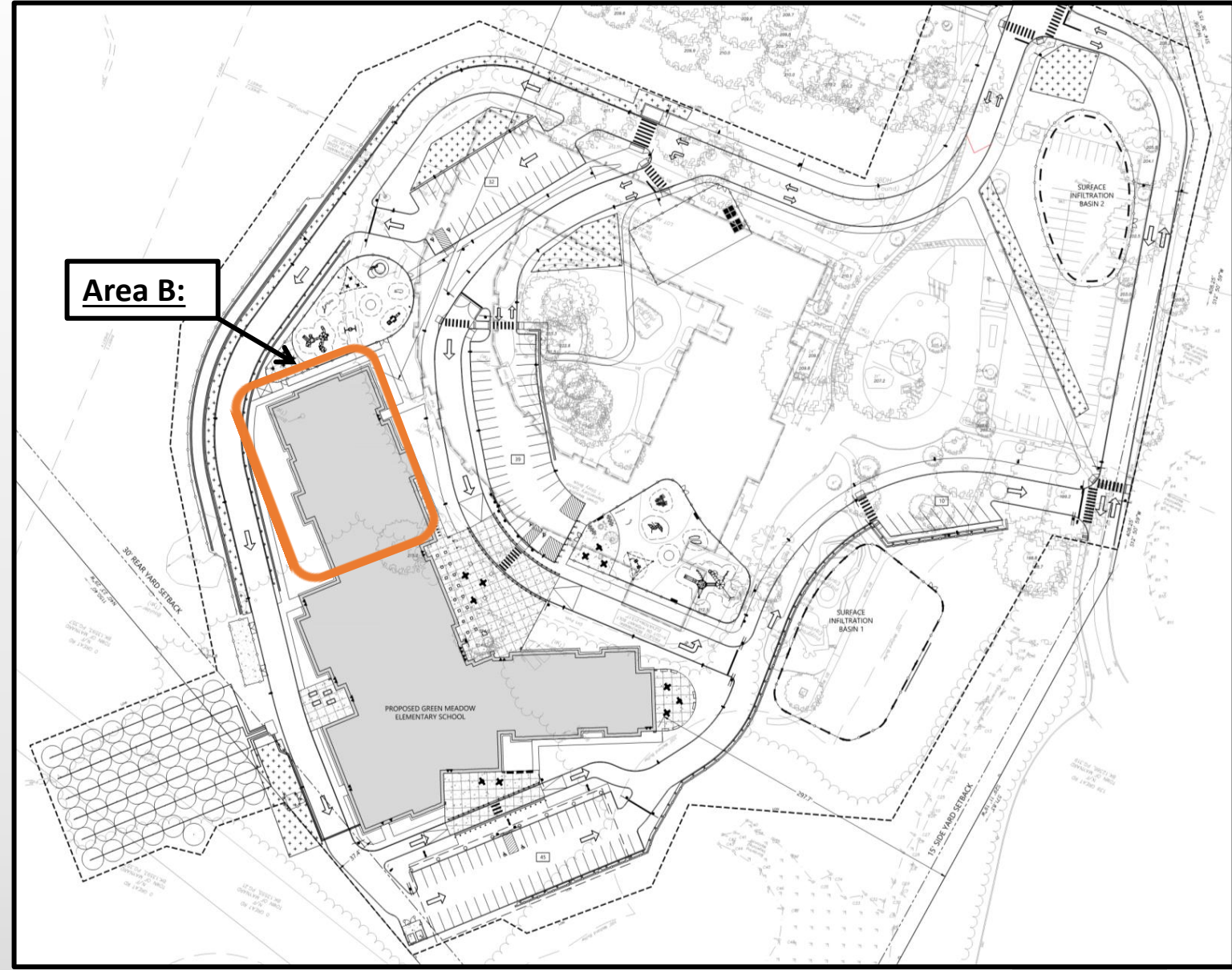
Area B:

Complete:

- Window sealants applications
- Ceramic wall tile
- Drywall installation and finishing
- Chilled beam installation and insulation
- Stairwell #1 concrete is in place

Progressing:

- Misc. specialties, whiteboards and tack boards installation
- Resilient flooring installation on second floor classrooms
- Ceiling grid installation on the first floor
- Finish paint
- Millwork installation
- Low voltage data wiring

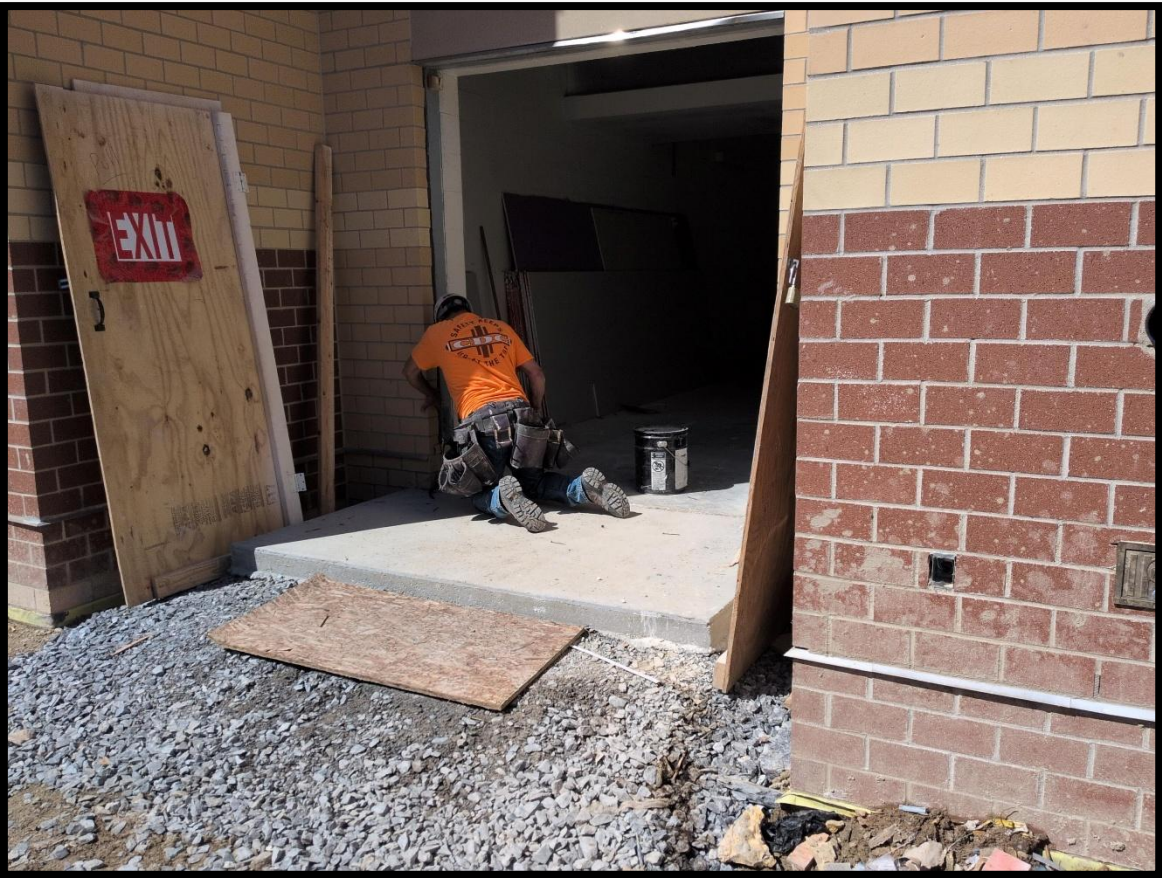


Project Leaders





III. Project Schedule and Construction Update



Installing fiberglass door frame – 06/04/26



B-2 cabinets installation progressing – 06/03/26

GREEN MEADOW ELEMENTARY SCHOOL

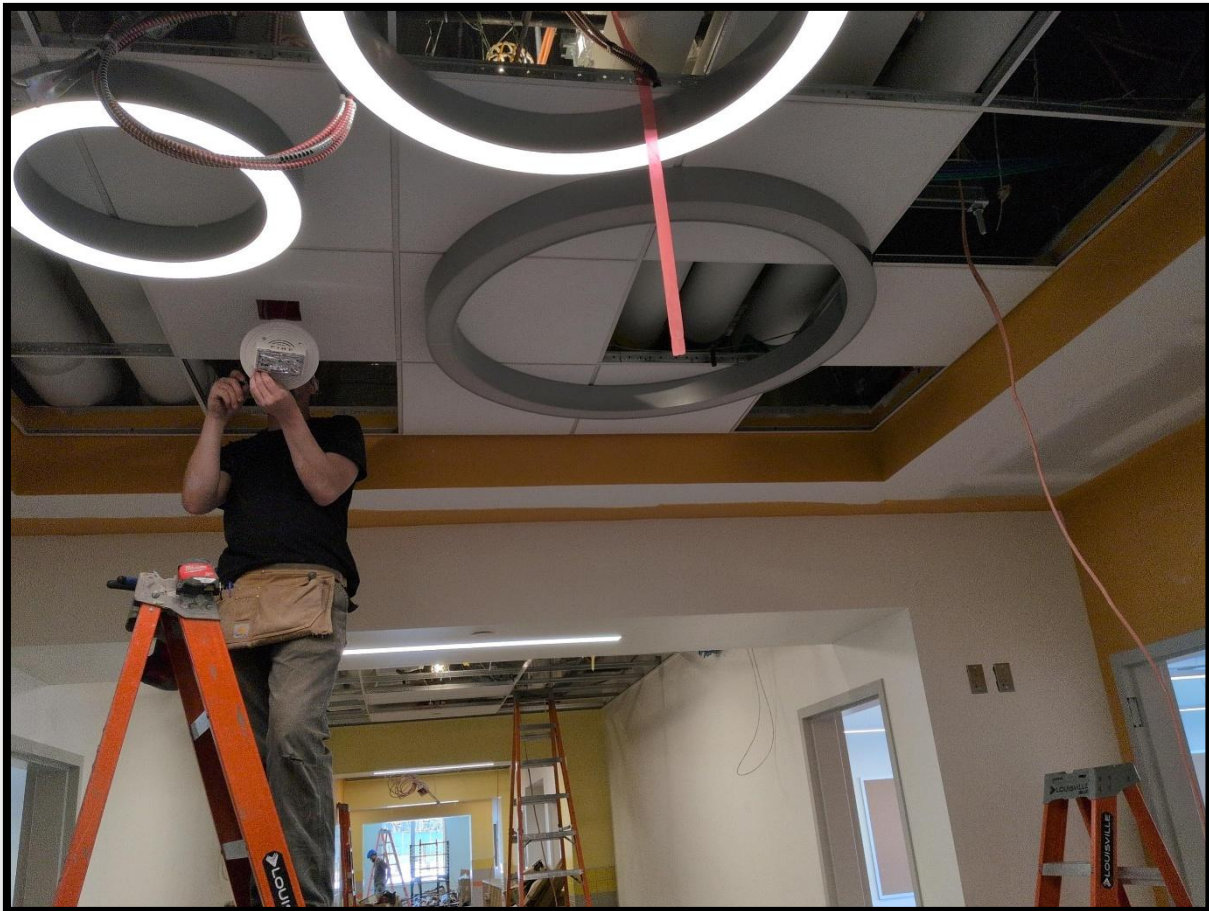
BUILDING PROJECT



III. Project Schedule and Construction Update



Cubbies installation progressing at B-1 – 05/06/26



Fire alarm devices installed at B-2 corridors – 05/29/26



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT

III. Project Schedule and Construction Update



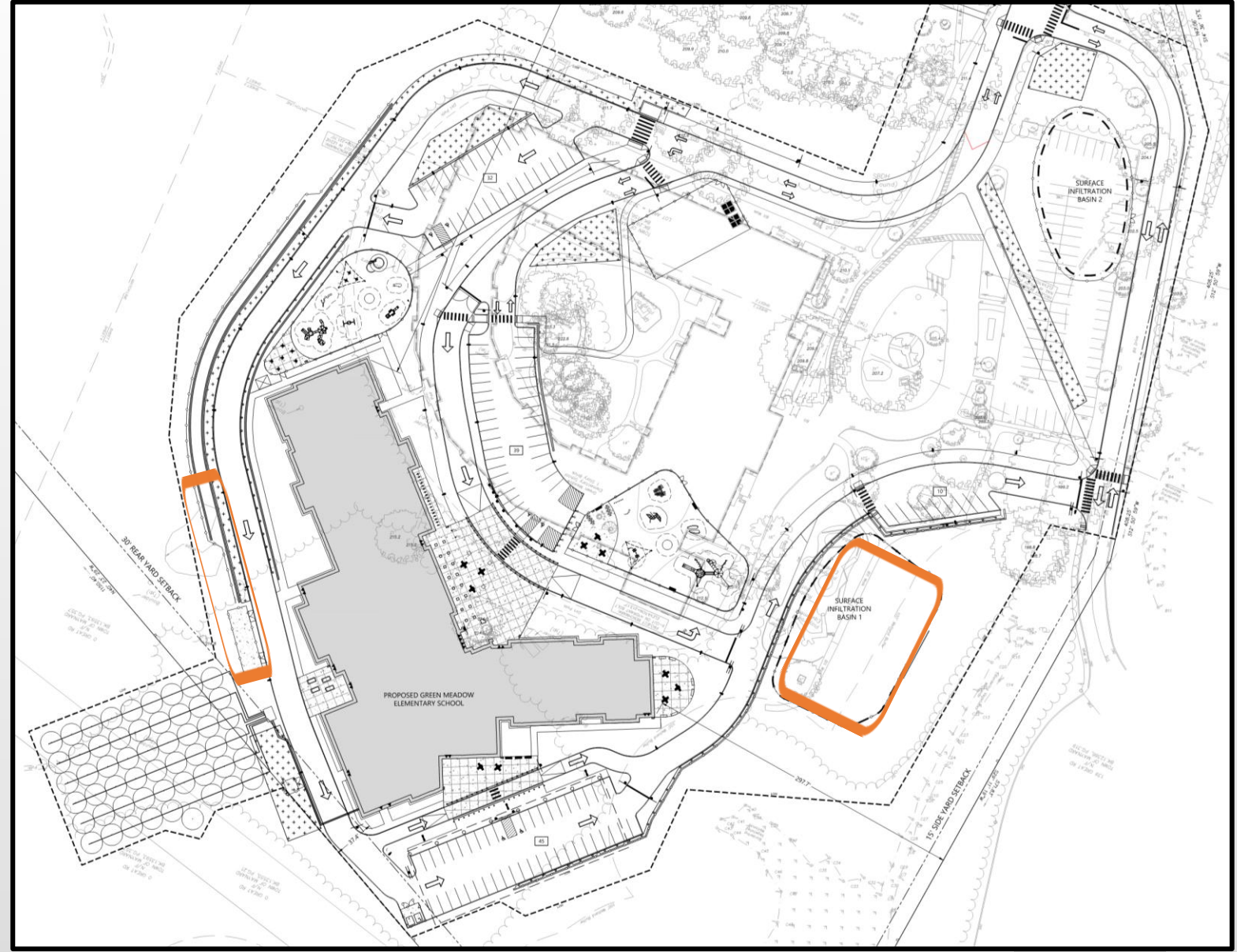
Site:

Complete:

- Loam geothermal well field
- Installation of entry way landings

Progressing:

- Drain manhole
- Granite curbs
- Site lighting base/conduit installations
- Final grading plazas



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



III. Project Schedule and Construction Update



Drainage installation at main entrance canopy – 06/03/26



Final grading at main entrance canopy – 06/04/26



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



III. Project Schedule and Construction Update



Exterior classroom concrete forms in place south of C wing – 06/03/26



Conduit and light pole bases installed – 06/03/26





IV. Project Budget Update

Town of Maynard				
Green Meadow Elementary School				
Monthly Invoice Summary - May				
8-Jun-26				
INVOICES				
Company / Vendor Name	Number	Date	Amount	Amount Approved
Mount Vernon Group (May Inv.)	91	05/20/26	\$ 82,000.00	\$ 82,000.00
Colliers Project Leaders (May Inv.)	1183245	05/31/26	\$ 59,074.00	\$ 59,074.00
Mount Vernon Group (MVG - Amend. #12 - Add'l Geotech. Construction Admin)	93	06/05/26	\$ 38,500.00	\$ 38,500.00
CTA Construction (April Inv.)	14	05/12/26	\$ 3,573,231.05	\$ 3,573,231.05
CTA Construction (May Inv.)	15	06/03/26	\$ 1,682,069.98	\$ 1,682,069.98
UTS (Material Testing)	122829	05/22/26	\$ 7,510.00	\$ 7,510.00
Totals			\$ 5,442,385.03	\$ 5,442,385.03



GREEN MEADOW ELEMENTARY SCHOOL



BUILDING PROJECT

IV. Project Budget Update

Town of Maynard Green Meadow Elementary School												
Financial Status Report				(\$000's)								
Date: June 8, 2026				A	B	C	D1	D2	D	E	F	G
Budget developed as of 11/21/2025				Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
				PFA Bid Amendment 2 Project Budget	Approved Transfers	Approved Budget with Transfers				Planned, but not Contracted	Anticipated Total Costs (D + E)	
				Paid	Unpaid	Total Contract						
I. Feasibility Study Agreement												
<u>A.</u> OPM Feasibility				\$ 250.0	\$ (51.4)	\$ 198.6	\$ 198.6	\$ -	\$ 198.6	\$ -	\$ 198.6	\$ -
<u>B.</u> AE Feasibility				500.0		500.0	500.0	-	500.0	-	500.0	-
<u>C.</u> Environmental & Site				150.0		150.0	134.4	-	134.4	-	134.4	15.6
<u>D.</u> Other				100.0		100.0	40.3	-	40.3	-	40.3	59.7
Total Feasibility Study				1,000.0	(51.4)	948.6	873.3	-	873.3	-	873.3	75.3
II. Administration												
<u>A.</u> Legal Fees				-	-	-	-	-	-	-	-	-
<u>B.</u> Owner's Project Manager				2,166.7	51.4	2,218.1	1,564.5	629.6	2,194.1	24.0	2,218.1	-
<u>C.</u> Advertising				10.0	-	10.0	2.5	-	2.5	7.0	9.5	0.5
<u>D.</u> Permitting				50.0	-	50.0	26.0	1.0	27.0	23.0	50.0	-
<u>E.</u> Owner's Insurance				125.0	-	125.0	75.6	-	75.6	49.4	125.0	-
<u>F.</u> Other Administrative Costs				75.0	-	75.0	-	18.0	18.0	57.0	75.0	-
Total Administration				2,426.7	51.4	2,478.1	1,668.6	648.6	2,317.2	160.4	2,477.6	0.5
III. Architecture and Engineering												
<u>A.</u> Architect and Engineer Fees				6,190.0	-	6,190.0	5,326.0	864.0	6,190.0	-	6,190.0	-
B. Reimbursable Services												
<u>1</u> Special Inspections				25.0	-	25.0	-	-	-	25.0	25.0	-
<u>2</u> Printing				50.0	-	50.0	1.5	-	1.5	48.5	50.0	-
<u>3</u> Other AE Costs				100.0	100.0	200.0	192.3	62.6	254.9	-	254.9	(54.9)
C. Sub consultants												
<u>1</u> Hazardous Material				200.0	(32.8)	167.2	55.7	2.4	58.1	110.0	168.1	(0.9)
<u>2</u> Geotechnical				300.0	100.6	400.6	362.7	21.1	383.8	-	383.8	16.8
<u>3</u> Site Survey				75.0	(67.8)	7.2	7.2	-	7.2	-	7.2	-
<u>4</u> Wetlands				50.0	(50.0)	-	-	-	-	-	-	-
<u>5</u> Traffic				50.0	(50.0)	-	-	-	-	-	-	-
Total Architecture & Engineering				7,040.0	-	7,040.0	5,945.4	950.1	6,895.5	183.5	7,079.0	(39.0)



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL



BUILDING PROJECT

IV. Project Budget Update

Town of Maynard										
Green Meadow Elementary School										
Financial Status Report		(\$000's)								
Date: June 8, 2026		A	B	C	D1	D2	D	E	F	G
Budget developed as of 11/21/2025		Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
		PFA Bid Amendment 2 Project Budget	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
V. Construction Costs										
A. CM at Risk Pre-Construction Services		-	-	-	-	-	-	-	-	-
B. Construction - Early Site Package		4,995.2	(71.7)	4,923.5	4,800.5	123.1	4,923.6	-	4,923.6	(0.1)
C. Construction - Main Building and Site Package		61,090.0	817.6	61,907.6	48,471.4	13,436.2	61,907.6	-	61,907.6	-
Total Construction Costs		66,085.2	745.9	66,831.1	53,271.9	13,559.3	66,831.2	-	66,831.2	(0.1)
VI. Miscellaneous Project Costs										
A. Utility Assessments		150.0	-	150.0	69.0	-	69.0	-	69.0	81.0
B. Material Testing		250.0	-	250.0	168.3	-	168.3	81.7	250.0	-
C. Swing Space, Modulares		-	-	-	-	-	-	-	-	-
D. Other Project Costs		125.0	-	125.0	12.1	7.6	19.7	105.3	125.0	-
Total Misc. Project Costs		525.0	-	525.0	249.4	7.6	257.0	187.0	444.0	81.0
VII. Furnishings and Equipment										
A. Furnishings and Equipment		645.0	-	645.0	-	-	-	645.0	645.0	-
B. Maintenance Equipment		-	-	-	-	-	-	-	-	-
C. Computer Equipment		711.0	-	711.0	-	-	-	711.0	711.0	-
Total FF&E		1,356.0	-	1,356.0	-	-	-	1,356.0	1,356.0	-
VIII. Contingency										
A. Construction & Owner's Project										
1. Construction		3,345.0	(746.0)	2,599.0	-	-	-	637.2	637.2	1,961.8
Maynard's Share of Bid Savings		336.0	-	336.0	-	-	-	-	-	336.0
2. Owner's Project		1,007.3	-	1,007.3	-	-	-	-	-	1,007.3
B. MSBA Share of Bid Savings		478.8	-	478.8	-	-	-	-	-	478.8
C. Additional Need		-	-	-	-	-	-	-	-	-
Total Contingency		5,167.1	(746.0)	4,421.1	-	-	-	637.2	637.2	3,783.9
Total Project		\$ 83,600.0	\$ (0.1)	\$ 83,599.9	\$ 62,008.6	\$ 15,165.6	\$ 77,174.2	\$ 2,524.1	\$ 79,698.3	\$ 3,901.6



Project Leaders





V. Designer Update

- **Construction Administration Activities**
 - RFI / Submittal Reviews
 - PCO Reviews / Responses
 - Construction Progress and Quality
- **Design Updates**
- **FFE / Technology Update**
 - Furniture Fabrics and Colors
 - Technology Equipment Coordination



Project Leaders





VI. New / Other Business

VII. Next Meeting Date

Monday 7/13/26 SBC Meeting @ 5pm

VIII. Adjourn Meeting via Roll Call

GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



Visit us on Facebook @

<https://www.facebook.com/Green-Meadow-MSBA-Project-104657698834049>



Visit us on the Web @

<https://www.maynard.k12.ma.us/o/green-meadow-school/page/gm-building-project-information>



Thank You....



Project Leaders

