

APPROVED



# Foxborough Regional Charter School

## Minutes

### Board Meeting

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#### Date and Time

Monday May 6, 2024 at 8:00 AM

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#### Meeting Format

Whether in person or online, the public is welcome to attend Board/Committee Meetings and have access to meeting minutes. Meetings are held once a month and additionally, as determined by the Board/Committee Chair. All meeting Agendas are posted on the school website at least 48 hours in advance of each public meeting.

During the meeting, the Board and its committees follow the published agenda. Gallery members are not part of the formal discussion or deliberations. Those wishing to speak at a meeting are asked to follow our [Privilege of the Floor Policy](#). To request to speak at a meeting, please complete the following [google form](#) before the start of the meeting.

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#### Trustees Present

Anissia Vixamar, Badawi Dweik (remote), Matthew Yezukevich (remote), Sergio Martin, Todd Tetreault

#### Trustees Absent

Kathleen Crawford, Mia Ortiz

#### Guests Present

Christine Barraford (remote), Heidi Berkowitz, Lesly Michelot

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

Sergio Martin called a meeting of the board of trustees of Foxborough Regional Charter School to order on Monday May 6, 2024 at 8:05 AM.

### **C. Approve Minutes**

There were none.

## **II. Elementary School Roof**

### **A. Review**

Mr. Martin asked Mr. Tony Pina of Terva Corporation to give an update on the elementary school roof project. He gave the following report:

- Estimate of \$3.75M for the roof and \$1M for the alternative HVAC.
- Lowest bidder for \$4.2M project by \$88K was Northern Construction with subs of Capeway for the roof ad Costa for the masonry.
- Budget created based on bid numbers not only includes construction costs but soft cost of construction administration by the architect; built in \$5K for hazmat removal.
- Goal is to keep the project under \$5.2M by restricting change orders.
- The same contractor that completed the middle school roof project but a different roofer.
- Construction design drawings to 100% construction level with sub bidders for electrical and plumbing.
- Same general contractor as previous roof project with no concerns.
- Although HVAC bidder lacks reputation for service., has good DCAM scores with no uncompleted projects.
- The \$4.9M includes everything new on the roof including enabling work for new HVAC equipment and new storefront with handicap actuator; not replacing small roof on top of the penthouse and HVAC equipment.
- Although not on previous roofing project, liquidated damages of \$1K/day added if timeline of completion of work before school year begins.
- Phase 2 to begin in summer of 2025 for HVAC equipment; 30% of cost (\$600) due in 2024 to prepurchase equipment for six months delivery; equipment held with contractor until installation; cost does not include the GC part of cost of prep, mobilizing and managing.
- Schedule of values to be submitted by contractor for monthly cash flow estimate by Mr. Pina to be submitted to FRCS by the end of this month.

- Contract has been reviewed by counsel.
- Includes storefront benches on each side of the second storefront wall.

Mr. Martin noted that initially consideration was given to including this project with replacement of the HVAC equipment in the high school gym, but because of the scope and magnitude of the project it was decided to reconsider in the future. Mr. Pina stated that, although the biggest value would have been to bid the projects together, the equipment at the high school does not require the same lead time as the elementary project, work on design could begin now and put to bid in 2024 to be done in 2025. The value of Terva's management at that time would be a plus, as the on-site manager could easily oversee the two HVAC projects.

Mr. Pina stated that the project could still be considered if a decision is made within six months, with construction drawings completed before the end of the year.

Mr. Yezukevich will discuss further with the Board and get back to Mr. Pina.

Matthew Yezukevich made a motion to allow Heidi to sign off on the contract with Northern Contracting Corp. for the purposes of completing the elementary school roof and related HVAC equipment over the summers of 2024 and 2025 based on the presentation today, and that the elementary school roof and related HVAC replacement funds to be taken from the Board capital reserve over the next two summers.

Badawi Dweik seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **Roll Call**

Mia Ortiz	Absent
Anissia Vixamar	Aye
Kathleen Crawford	Absent
Matthew Yezukevich	Aye
Sergio Martin	Aye
Todd Tetreault	Aye
Badawi Dweik	Aye

### **III. Closing Items**

#### **A. Adjourn Meeting**

Matthew Yezukevich made a motion to adjourn.

Badawi Dweik seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **Roll Call**

Sergio Martin	Aye
Mia Ortiz	Absent
Kathleen Crawford	Absent
Anissia Vixamar	Aye

**Roll Call**

Todd Tetreault      Aye

Badawi Dweik      Aye

Matthew Yezukevich Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 AM.

Respectfully Submitted,  
Christine Barraford

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**Documents used during the meeting**

- FRCS ES Roof - Project Budget 4.26.24[38].pdf
- A101-2017 - FRCS Northern DRAFT Contract.pdf

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The listed matters are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may be brought up for discussion to the extent permitted by law.