

ELHS School Building Committee
School Committee Conference Room and Zoom Meeting
February 25, 2026, 3:00 PM
Meeting Minutes

Attendees:

Stephen (Steve) Chrusciel, School Building Committee Chair
Gordon Smith, Superintendent of Schools
Pamela Blair, Assistant Superintendent for Business
Frank Paige, ELHS Principal
Heather Brown, ELHS Director of Curriculum
Kathleen Hill, Town Council Member
Elizabeth (Beth) Marsian-Boucher, Community Member (Absent)
Bruce Fenney, Superintendent of East Longmeadow DPW
Dr. Daniela LaBarre, School Psychologist and Faculty Member
Greg Thompson, School Committee Member
Tom Christensen, Town Manager (Absent)
Kimberly Collins, Director of Municipal Finance
Ryan Quimby, ELPS IT Director

Other Attendees:

Ben Murphy, Lynn Banach, Richard L'Heureux, John Benzinger, Alex Abdow, Skanska
Dorrie Brooks, Aviva Galaski, Helen Fantini, Erik Vangsness, Jean Kim, JWA/SMMA
Danielle Judge, Mark Hogan, Fontaine Bros, Inc.
Other Virtual guests:

Meeting Opening

- Meeting was called to order at 3:00 PM by Steve Chrusciel.

Meeting Minutes Approval

- **A motion to approve** the 1/29/2025 meeting minutes was made by Greg Thompson and seconded by Ryan Quimby.
- The minutes were unanimously approved with following voting in the affirmative: Steve Chrusciel, Frank Paige, Heather Brown, Kathleen Hill, Greg Thompson, Kimberly Collins, and Ryan Quimby.
- The following members abstained from voting: Gordon Smith, Pam Blair, Bruce Fenney and Dr. Daniella LaBarre

Public Participants

- There were no public participants

OPM Update

Budget Update:

- The current financial status of the project is in good shape. \$97,336,034 has been invoiced to date; \$91,471,408 has been submitted to MSBA's ProPay reimbursement system. The town has been reimbursed \$42,246,905 to date, with a pending reimbursement of \$9,757,577 .
- The average rate of reimbursement from MSBA has been roughly 57%. Most invoices paid to date have been eligible costs.
- Project Contingencies are in good shape and are monitored regularly to ensure the project budget remains in good shape
- Greg Thompson was asking when we can discuss possibly spending some of the contingency that's available since we are in budget discussion times. The specific project he'd like to consider is replacing the turf at the football stadium during summer of 2027. The project could not be considered in the capital planning budget as Tom had previously hoped to do. Now they are looking to bring it back into the project.
- The Town currently has a quote from Gale Associates for the turf replacement of ~\$1M but there is no way of knowing if there would need to be any subsurface work that would have to be repaired during that time until they pull up the original turf. JWA and Fontaine cannot move forward without formal direction from the committee. Town approved looking into this further and will share the quote with JWA so they can begin the work.
- Town will be able to utilize MassSave incentives to offset new building operational costs

MSBA Update:

- There is a new Project Manager by the name of Isabel Doane who will be working with us. Peter Sun has left MSBA. Skanska had a virtual introductory call the previous week.
- The Budget Revision Requests (BRR) will be submitted in April. – Budget is set now that the PFA has been signed and approved
- Next site visit is set for 3/24/26 and Isobel will be here physically to walk the site.

School Move Coordination:

- School move lease agreement for the Annex is approved for Cartimundi by the Town
- There is a mandatory walk through for the movers submitting an RFP on 2/26/26. We will go through the specifics of the RFP and show them the space they will be moving. Need to quantify the amount of space that would be needed for temporary storage if the intent is to move it to Cartimundi. Most of the interested movers are local.
- We should consider loading everything into a pod and storing it so it doesn't have to be moved multiple times. Need to get a price for the cost and storage of the pod for a period of 5-6 months.
- Ryan met with the IT staff at Cartimundi and there is not connectivity there for them to tap into. The town would have to get their own cable modem and Starlink. Each renter must provide their own service. Estimated cost would be ~\$6-\$7K/mo.
- Once proposals come in on 3/9/26, the Committee will need to approve the selection. A hybrid SBC meeting is suggested for 3/12/26 with a tentative selection date of 3/16/26.
- Summer Move RFP is in draft form and is the next focus for our move management. Proposal will go out in April to get this done. Ben will get updated prevailing wages in time for the move RFP approval.

Design Team Update

Bus Loop and Traffic Flow:

- During initial surveying at the beginning of the project, SMMA observed a lot of mixing of buses and parent drop off traffic and wanted to address this issue.
- Through the design phase the intent was to shift parent drop off to the front horseshoe and the buses would be moved to the eastern loop.
- Frank has requested that we keep the existing bus loop in the front horse shoe and parent drop off remain in the east loop since that is currently working.
- Keeping the loops usage is also better for students who are crossing Maple street
- There could be a need to add an additional gate to prevent students from cutting off the buses and blocking traffic at both exits as they cut between the parking lots
- Bus drop off in the morning is currently 6:55-7:25am and would like to alter that to 6:55-7:10am. Afternoon times is 1:25-1:55 and that will remain.
- The new parking lot configuration forces students to slow down as they go around the loop on the far east side and it's no longer a racetrack.
- Community parking for the pool will be at the end but are considering using visitor parking only sign so students do not park in those spots. The pool will be available to the community during school hours when the school is not using it for PE.
- Bruce is asking if we can minimize the number of gates that are installed due to the challenges they can create when they are plowing in the winter

Toilet Room Relocation / Identification

- There are concerns with the gender-neutral bathrooms and the feedback is the girls don't want to share bathrooms with the boys mainly for cleanliness reasons
- There are currently 23 student unisex bathrooms and 7 are ADA compliant
- It is both a female staff and student concern of not wanting to share bathrooms
- The individual bathroom clusters are 4-5 bathrooms per wing and 1 ADA individual bathroom per wing.
- Vape detectors are in all bathrooms for students and staff
- There are surveillance cameras outside the bathrooms along the hallways
- The original design plan for universal bathrooms was to encourage inclusivity for all
- Currently the gender-neutral bathrooms are mainly used by the boys and not girls
- Should we consider buying signs and not put them up until we find we need them.
- We could identify the individual clusters as 1 male, 1 female, 1 neutral, 1 ADA neutral and 1 Staff. The clusters with 4 bathrooms would be 1 male, 1 female, 1 universal / ADA, & 1 staff. The question is how do you enforce that so students don't disregard the gender identified signage?

CM Update

Schedule Update:

- Working our way through the academic wings to finish those up
- Installing the kitchen equipment and walk-in coolers
- MEP Rough-in is going into the locker rooms of the gymnasium

- Walls are being painted and flooring is being installed
- Bathrooms are all tiled and grouted and floor tiles between bathrooms are installed
- Permanent power is on track to go live throughout the building by mid-March.
- Pool masonry walls are going up in the locker rooms and bathrooms
- Pool roofing materials have been delayed twice due to snowstorms.
- Press Box has been installed, and the power will be connected in the next couple of weeks in time for spring sports.

Amendment #6

- This Amendment would increase JWA's contract by \$96,250. It includes Reimbursable Expenses from Good Harbor Techmark (Security Camera changes) \$3,850, LJE (Lighting Plot) \$4,440, OTO (Additional Geotech Services) \$19,800, Stefura (FF&E Delivery Services) \$41,800 and SMMA (MassSave Energy Verification Coordination) \$26,400.
- These costs are already allotted in the budget, so this is just formalizing and approving the additional services to JWA-SMMA's contract.
- **A motion to approve** was made by Greg Thompson and seconded by Frank Paige
- A unanimous decision to approve Amendment #6 with the following voting in the affirmative: Steve Chrusciel, Gordon Smith, Frank Paige, Heather Brown, Bruce Fenney, Greg Thompson, Kimberly Collins, and Ryan Quimby.

New Business

- We have created more Purchase Orders for the temporary art display easels for the art show, and the graphics lab will be receiving a new hydraulic paper cutter.
- On April 11 between 3-5 there will be an open house for the alumni to walk through the current school. Requesting members of the building committee to be present to answer questions before the Annex goes through demolition
- The next School Building Committee Meeting is set for March 12, 2025, at 3pm as a Hybrid meeting to approve the Spring Move RFP selection.

Motion to adjourn by Ryan Quimby; Second, by Steve Chrusciel.

Motion unanimously approved by all in attendance and online.

Meeting adjourned at 4:59 PM.