

AGAWAM HIGH SCHOOL PROJECT – Agawam, MA

SCHOOL BUILDING COMMITTEE (SBC) MEETING

January 10, 2023

Zoom Meeting

3:00PM

High School Building Committee

William Sapelli- Chair	Jim Blain	Jennifer Bonfiglio	Raymond Casella
Robert Clickstein	Louis Conte	Dawn DeMatteo	Sheila Hoffman
Timothy Karetka	Brian Melloni	Brian Pagella	Anthony Suffriti
Robin Wozniak	Christopher Caputo		

LeftField

Jim Rogers	James Riefstahl	Linda Liporto	Jay Faxon
Adele Sands			

Meeting Minutes for January 10, 2023

A scheduled meeting of the High School Building Committee was held on January 10, 2023 at 3:00pm via zoom. Committee members and attendees present were:

<u>Voting Member</u>	<u>Present</u>	<u>Absent</u>	<u>Notes</u>
William Sapelli-Chair	X		
Jim Blain	X		
Jennifer Bonfiglio	X		
Raymond Casella		X	
Robert Clickstein	X		
Louis Conte		X	
Dawn DeMatteo	X		
Sheila Hoffman	X		
Timothy Karetka	X		
Brian Melloni	X		
Brian Pagella		X	
Anthony Suffriti	X		
Robin Wozniak	X		
Christopher Caputo	X		
<u>Project Team Members</u>			
Linda Liporto	X		Leftfield - Senior Project Manager
James Riefstahl	X		Leftfield - Project Director
Jim Rogers	X		Leftfield - Owner
Adele Sands	X		Leftfield - Education Liaison
Jay Faxon	X		LeftField MEP

Meeting was called to order by Chair-Mayor Sapelli at 3:06pm.
(7 voting members required for a quorum).

1 – Introductions

James Riefstahl and Linda Liporto introduced themselves as the Leftfield team, as did Jim Rogers and Jax Faxon.

2 – Approval of December minutes

Jennifer Bonfiglio made a motion to approve the minutes of December 13, 2022. Mayor Sapelli seconded the motion and it was unanimously approved via roll call with Robert Clickstein, Sheila Hoffman, and Robin Wozniak abstaining.

3 – Approval of Invoice(s)

Linda Liporto requested a vote to approve LeftField's invoice for December totaling \$15,000. Jennifer Bonfiglio made the motion to approve, seconded by Anthony Suffriti. The motion was unanimously approved via roll call vote.

4 – Designer Selection Process

Linda Liporto, LeftField explained the need for monthly SBC meetings as well as the Designer Selection Process. She described the RFS that had been posted and the recent walkthrough, attended by design teams, consultants and engineers. James Riefstahl added that the design teams that came to the walkthrough were impressive. Ms. Liporto mentioned that there may be firms who submit proposals even though they did not attend the walkthrough. Once the proposals are submitted, the LeftField team will work with Agawam on sending everything to the MSBA, as well as working with the Agawam Designer Selection Team, Mayor Sapelli, Ms. Bonfiglio and Ms. Wozniak, on their process and preparation for the February MSBA Designer Selection meeting. Jim Rogers mentioned how the MSBA vote works and after a follow-up question by Mayor Sapelli, Ms. Liporto added more detail regarding how many votes the District gets versus the number of votes the MBSA gets.

4 – Public Comment

There was no public in attendance, therefore no public comment.

5 – New Business

There was no new business.

6 – Next Meeting

Ms. Liporto addressed the need to have a monthly meeting, which will ultimately need to be twice monthly when there is a designer on board or when other issues arise. That would make the next meeting fall on **February 14, 2023**. She suggested that it might be beneficial to the committee to have the meeting in person, as the proposals will be in. Ms. Bonfiglio and Mayor Sapelli agreed, so it was decided to hold the meeting in person at 3pm in the library.

7-Adjournment

A motion to adjourn was made by Christopher Caputo, seconded by Anthony Suffriti. The motion was carried unanimously, via roll call vote. The meeting was adjourned at 3:32pm