

SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL
NORTHAMPTON, MA

MINUTES OF THE
REGULAR BOARD OF TRUSTEES MEETING
Tuesday May 2, 2023
1:00 PM

PRESENT: Mr. Michael T. Cahillane, Dr. Julie Spencer-Robinson, Mr. Richard Aquadro, Mayor Gina-Louise Sciarra

ABSENT: Dr. Jannell Pearson-Campbell NPS Interim-Superintendent

ADMINISTRATION: Superintendent Dr. Andrew Linkenhoker, Principal Mr. Joseph Bianca, Ms Crystal Fairman, School Business Administrator, Facilities Director Mr. Tim Smith

STUDENT REP: Absent.

Chair Michael T. Cahillane called the meeting to order at 1:00pm
Vice-Chair Dr. Spencer-Robinson led the Pledge of Allegiance.
Mr. Aquadro read the Mission Statement of the School.

Participation by the Public: none

Participation by the Trustees: none

New Business:

A **MOTION** was made by Mr. Aquadro and seconded by Dr. Spencer-Robinson for discussion and possible action/vote to approve to negotiate with Deitz Architect for design services for the Horticulture building.

Discussion: Dr. Linkenhoker briefly explained the OPM stated we are allowed under the guidelines to retain services of the architect if we were happy with the feasibility study provided.

Mr. Aquadro added this would certainly streamline the process and save us months on this project. Dr. Linkenhoker added this will save 2 months or more, Deitz went above and beyond on the feasibility study. Dr. Spencer-Robinson asked if they were satisfied with performance? Both Dr. Linkenhoker and Mr. Aquadro replied yes.

A **MOTION** was made by Mr. Aquadro and seconded by Dr. Spencer-Robinson to approve to negotiate with Deitz Architect for design services for the Horticulture building

APPROVED 4-0

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mr. Aquadro for discussion and possible action/vote to approve to authorize the Building Committee to have budgetary oversight of the Horticulture Building construction.

Discussion: Dr. Linkenhoker shared the initial draft of the building committee (attached), modeling the committee after a school council membership – more nonemployees than school employees. Dr. Linkenhoker and Mr. Aquadro gave brief background of some of the members. Dr. Spencer-Robinson requested that female and people of color be invited to be on this committee.

Dr. Linkenhoker gave a brief explanation for the reason for this motion. Reached out to his colleagues who were very helpful with information, suggestions: building committee authorize budget oversight up to a specific dollar amount, change order sub-committee. Mr. Cahillane added he would like to have a cap for the budget the committee will have oversight on. Mayor stated with the make up of the committee there will be the superintendent, business administrator and two trustees there will be good budget oversight. Mr. Aquadro

added he doesn't see there to be a lot of change orders for this project. Dr. Spencer-Robinson asked the superintendent if there as a dollar amount he is thinking of. Dr. Linkenhoker replied \$100,000 with anything over coming back to the board.

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mr. Aquadro to approve to authorize the Building Committee to have budgetary oversight of \$100,000 for the Horticulture Building construction.

Additional discussion:

Mr. Bianca asked if that amount was for the first \$100,000 stating concern around the cost of supplies and contracts etc.... There was much discussion on this amount and what falls within what the Building Committee can authorize before needing approval and vote from the Board of Trustees.

After discussion on process, costs per contract, and explanation of potential change orders, the motion was amended to:

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mr. Aquadro to approve to authorize the Building Committee to have budgetary oversight including the authority to approve each change order up to \$100,000 for the Horticulture Building construction.

APPROVED 4-0

Dr. Linkenhoker briefly reviewed what the process will look like:

Design building

General contractor

Sub-contractors, sub budgets

Future Business:

May 16, 2023 Regular Board of Trustees meeting 5:00pm – Library

Adjourn:

At 1:35pm Dr. Spencer-Robinson **MOTIONED** to adjourn Mayor Sciarra seconded.

APPROVED 4-0

Respectfully submitted,

Deborah Carver, Board Secretary