

LOWER PIONEER VALLEY EDUCATIONAL CORPORATION

174 Brush Hill Avenue
West Springfield, MA 01089

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MINUTES BOARD OF DIRECTORS MEETING APRIL 25, 2018

1. Mr. Kennedy called the Corporation meeting to order at 6:50 p.m.

Corporation Board: Mr. Sean Kennedy, Hampden-Wilbraham Regional
Ms. Elizabeth Boucher, East Longmeadow
Mr. Chad Mullin, Ludlow
Ms. Shelley Reed, Agawam
Ms. Colleen Marcus, West Springfield

Board of Directors: Mr. Carmino Mineo, Agawam
Mr. William Fonseca, East Longmeadow
Ms. Michelle Emirzian, Hampden-Wilbraham Regional
Mr. Jacob Oliveira, Ludlow
Ms. Carlee Santaniello, West Springfield

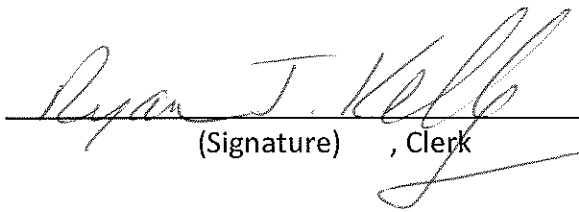
Collaborative: Mr. Andrew Churchill, Executive Director
Ms. Anna Bishop, Director of Finance
Ms. Cheryl Wiblyi, Director of Human Resources

3. A public forum was offered. There were no comments from the public.
4. Mr. Mullin moved to approve the minutes of the November 15, 2017 meeting. Ms. Boucher seconded. Approved unanimously.
5. Ms. Bishop noted that in 2014, \$400,000 had been reserved in anticipation of renovating the Brush Hill elevators. We had accepted a proposal from a consultant but this vendor did not follow through with the project design. We have since advertised the project and have reviewed the submittals. Ms. Bishop enclosed her recommendations based on the vendors' experience. Mr. Mullin moved to award the proposal entitled "Design/Consultant Services for Elevator Modernization and Modifications to upper Shaft Roof Access, Project #2018-04" to Michael Baker International of Waltham, MA, as the most qualified responsive and responsible bidder, pending successful negotiation of a contract. In the event that negotiation is unsuccessful, the Project will be awarded to the second most qualified bidder, Roy S. Brown Architects of Wilbraham, MA. Ms. Reed seconded. Approved unanimously.

6. Ms. Bishop reviewed the consolidation of the Graphic Arts program with the Design and Visual Communications program for the upcoming school year. Also, the Machine Technology program will once again be expanded. Other programs will have to be moved as well to accommodate the merger. This will require renovations to the space where each shop will reside and we have received three proposals for the project. Ms. Bishop would like review the proposals in depth before making a recommendation. She respectfully requests the President, Mr. Kennedy, to authorize award of the Building Renovation Services in lieu of a formal meeting until such time as the full Board meets again sometime in June.
7. Ms. Bishop reviewed the status of the 72 Front Street West Springfield property, noting that NAI Plotkin had previously been contracted to help dispose of the property. She will contact them to begin aggressively marketing the property as we no longer have any use for the facility.

Mr. Mullin moved to adjourn the Corporation meeting. Ms. Reed seconded. Approved unanimously. The meeting adjourned at 7:04 p.m.

(Date)



(Signature) , Clerk