



Penn Brook School Building Committee Meeting Notes

November 8, 2011

7:00 PM

Georgetown Town Hall, 3rd Floor Meeting Room

Committee:

<u>Voting Member</u>	<u>Representing</u>	<u>Present</u>
Ellie Sinkewicz	Building Committee Co-Chair	X
Michelle Smith	Building Committee Co-Chair	X
Alan Aulson Jr.	Citizen	X
John Bonazoli	Finance Committee	
Glenn Clohecy	Citizen	
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	X
Rob Hoover	School Committee	X
Kerry Stauss	Citizen	X
C. David Surface	Chairman, Board of Selectmen	X
Eric Zadina	Citizen	X
Jeff Wade	Citizen	X
<u>Non-Voting Members</u>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Dr. Donna Tanner	Principal, Penn Brook School	X
<u>Other Attendees:</u>		
Carl Franceschi	DRA	X
Paul Brown	DRA	X
Pat Saitta	Municipal Building Consultants	X
Chuck Adam	Municipal Building Consultants	X
Steven Przyjemski	Georgetown Conservation Agent	X
Harry LaCortiglia	Chariman CPC & Vice Chair Planning Board	X

1. **Approval of Minutes:**

The meeting minutes from the October 25th meeting were reviewed. George Comiskey asked that the minutes reflect the committees desire to get information in advance of each meeting. The comments were seconded by Tille and all voted approval of the comments. Eric moved approval of the Oct 25th meeting minutes as amended, seconded by Rob. The motion was approved with abstentions from Michelle and Ellie.

2. **OPM update:**

Municipal presented the monthly OPM report. The budget was reviewed and noted that it included all invoices paid through last meeting. The project is on budget. The cash flow documents are reviewed with the town accountants as it helps them plan.

The town finance office has been making ProPay submissions already and the town has started receiving its 1st reimbursement checks.

3) Approval of Invoices:

Michelle Smith introduced an invoice from Municipal Building Consultants for services provided in October in the amount of \$16,314.00. Motion was made by Rob, and seconded by Tille, all present voted approval.

A payment request from Mike Farrell for costs associated with his MCPPO training as required by the MSBA regulations. The invoices included were the cost of the class to the Inspector General's office for \$650.00, and travel expenses for \$94.70 & \$12.63 for a total of \$757.33. David Surface made the motion to approve which was seconded by Eric, all present voted approval.

An invoice for costs associated with financial advisory costs associate with the bond borrowing of the funds from Unibank for the feasibility study was presented by Mike Farrell in the amount of \$500.00. A motion was made by George and seconded by Kerry, all present voted approval.

Michelle presented DRA's invoice for services provided in October in the amount of \$53,600.00. After discussion as to making sure the invoices were delivered to the right people in time for distribution to the committee prior to the meeting, a motion was made by George and seconded by Kerry to approve, all present voted approval.

4) Public Comments:

5) Design update:

DRA introduced a matrix outlining the scoring of the (6) options that were narrowed down as part of the Feasibility Study to get to a Preferred Alternative. They also presented sketches of each of the options showing the extent of the additions or a rough outline of a new building. Multiple options were presented that included new construction on the existing fields. The key decision needed is whether a new building or a renovation/expansion option would be developed as the preferred alternative.

The sketches also outlined proposed parking & traffic configurations. The committee discussed each of the options site development costs and that any site costs that exceed the 8% allowance from the MSBA would be un-reimbursable.

The phasing, construction period and impact to the students and staff on each of the renovation/expansion options were also reviewed.

DRA presented the survey showing the wooded area and made note of the grading topography lines and a small designated wetland area within the woods that will have no disturb set-back requirements. DRA also advised that this area of the site would not present as many design options due to topography constraints.

The 30' wide swath of land that leads to the other end of Elm Street was discussed. There are "farmers" stone walls that frame the property line. It was discussed that this area should not be used for anything other than emergency use and perhaps construction access. Steve Przyjemski reviewed the possibility of obtaining land on the sides of the "access drive" land as well as the long term option of doing a land swap with the state for access to East Street.

DRA presented design options for the wooded area building that include:

- Multiple story building with entry's on both sides
- Bus designated driveway and faculty/visitor entrance on the upper level

The committee reviewed the ranking criteria for the scoring of the options on the matrix.

The committee discussed their feelings on the various options, grade configurations, cost impacts and the long range advantages of the various concepts, the re-use or continued use of the Perley Building. Pat Saitta reminded the committee that the MSBA has advised that there is a possibility that some of the funds spent on the Perley renovations in the 90's would have to "paid back" if the building isn't used as a school. The continued use of the building as a preschool may qualify as an educational use.

The superintendent expressed her opinions on the grade configurations and although the research isn't complete she believes that the K-6 option is the best educationally as it will help minimize the transitions and helps keep the curriculum flowing through all the grades.

The chairs entertained motions on grade configurations for the school:

George made a motion to approve the grades 1-6 configuration option for the preferred alternative, seconded by Tillie, motion failed by a vote of 3-8.

Jeff Wade made a motion to approve the K-6 grade configuration option for the preferred alternative, seconded by Kerry, motion passed by a vote of 9-2.

Jeff Wade proposed a motion to NOT accept a 2-5 grade configuration option for the preferred alternative, seconded by Eric Zadina, the motion passed on a vote of 11-1 for the motion.

Eric Zadina proposed a motion to approve a new construction option for the preferred alternative, seconded by David, the motion passed on a vote of 10-1 for the motion.

All agreed that until additional investigation of the land in the woods is complete that a decision would not be made on the location of the project on the site.

The co-chairs reminded all that there will be joint meeting with the School Committee and the Board of Selectmen will be on Thursday of this week to present the process, the options and the decision of the building committee.

The co-chair also reminded the committee about the “fields” meeting on the 15th with the recreation committee, the GAA and members of the school community and building committee.

- 6) Motion to adjourn made by Jeff, seconded by Eric and all voted to adjourn at 10:00.