

School Building Committee Meeting Minutes

April 9, 2013 - 7:00 PM
Town Hall – 2nd Floor Meeting Room

DRAFT

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
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	
Tillie Evangelista	Planning Board	
Rob Hoover	School Committee	X
Kerry Stauss	Citizen	X
C. David Surface	Chairman, Board of Selectmen	
Eric Zadina	Citizen	X
Jeff Wade	Citizen	X
Nasrene Phaneuf	Finance Committee Designee	
<u>Non-Voting Members</u>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	X
Joan Liporto	Finance and Operations Director	
Peter Lucia	Principal, Middle & High School	
<u>Other Attendees:</u>		
Carl Franceschi	DRA	X
Courtney Southwick	DRA	
Pat Saitta	Municipal Building Consultants	
Chuck Adam	Municipal Building Consultants	X

1) Public Comment -

- None

2) Correspondence -

- None

3) Approval of minutes:

- **March 12, 2013 meeting :**
 - It was noted that the vote tally was incorrect and will be fixed
Motion to approve the minutes by Michelle, seconded by Kerry
Motion passed with one abstention
- **March 26, 2013 meeting :**
 - ***Motion to approve the minutes by Kerry, seconded by George - Discussion:***

- Rob's expressed his concerns with calling of meeting and that wished the committee had the opportunity to review what that issues were of a violation.
- ***Motion passed by a unanimous vote.***

3) **Approval of Invoices**

- **Municipal Building Consultants** - invoice dated 4/2/13, \$26,580.00, includes Fogarty invoice for DD estimate add MS/HS to invoice. Future invoices will be broken down by MS/HS and Penn Brook and will be issued separately.
- **DRA Invoice** - invoice dated 4/1/13, \$64,580.00 includes the completion of design development

George made a motion to approve both invoices as presented, seconded by Michelle all present voted approval

4) **Old Business:**

- DRA delivered a binder containing the project teams response to the MSBA Design Development comments

5) **New Business:**

GMHS kickoff discussion:

- Going forward the committee will hold meetings prior to Penn Brook Meeting so the Middle/High Principals can attend and not have to wait around for the entire Penn Brook portion if the meeting
- Going to work to shorten overall meetings by having specific agenda items and stay on track.
- MBC reviewed Feasibility Study conference call with MSBA on 3/37/13, notes were attached to the handouts.
- Discussion of FEMA project scope of work questions from FEMA

DRA meetings with staff:

- Met with staff today and specialists from Perley and Penn Brook - very few changes, some additional detailed information was provided.

Site Phasing Resolution & Site Questions:

- Emergency access road to Elm Street:
 - Reviewed issues with construction access and work that is planned to occur
 - Possible use of pedestrian vehicles only for exit at end of work day
 - Will need to review and discuss with Johnsons
 - DRA will propose a plan based on discussions for committee to review
- Extent of Fence
 - At a minimum a fence separating zone 2 and 3
 - Gates at ends of emergency drive
 - Fence alongside Johnson's property
 - Fencing around new septic system?
 - No use of Penn Brook during summer of 2014
- Site Signage:
 - DRA will provide ideas for a sign at elm street or announcing

- Septic Field Options:
 - Not usable first fall
 - Playground areas will stay accessible.
 - Fence in the septic area and let grass grow

Scope of Peer Engineering Review:

- Working with planning board
- DRA will develop a scope

Regulatory Board Meetings:

- April 25th Cons Com for NOI
- Abutter notifications
- Discussions with Planning Board Agent have started, planning board meeting next week

Review of Building Committee/GAA/Parks and Rec and Open Space meeting of April 3, 2013

- Jeff provided an overview of discussions held to maximize the numbers and types of fields
- Discussion of types and wells, possible storage facility
- It was noted that a sports organization is undertaking a sod and irrigation project for the baseball fields over the next few weeks
- ***Motion to accept the field configuration outlined in the notes taken by DRA at the meeting was made by Jeff and amended to note that the outfield will be 225' and seconded by George, all present voted approval***

Review of schedule for subgroup meetings:

- DRA will provide a schedule for upcoming meetings and what topics will be discussed so committee and those interested can participate

6) Next Building Committee Meetings:

- Tuesday April 23, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room
- Tuesday May 7, 2013 @ Town Hall - 7:00 PM - 2nd floor meeting room
- Tuesday May 28, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room
- Tuesday June 18, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room
- Tuesday July 9, 2013 @ Town Hall - 7:00 PM - 2nd floor meeting room
- Tuesday July 30, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room
- Tuesday August 20, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room

Motion to adjourn by George and second by Rob, all present voted approval