

**Middle School/High School Building Committee Meeting Minutes**

*May 28, 2013 - 7:00 PM*  
*Town Hall – 3rd Floor Meeting Room*

***DRAFT***

**Committee:**

<b><u>Voting Member</u></b>	<b><u>Representing</u></b>	<b><u>Present</u></b>
Ellie Sinkewicz	Building Committee Co-Chair	X
Michelle Smith	Building Committee Co-Chair	
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	
Eric Zadina	Citizen	
Jeff Wade	Citizen	
<b><u>Non-Voting Members</u></b>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	
Joan Liporto	Finance and Operations Director	X
Peter Lucia	Principal, Middle & High School	
<b><u>Other Attendees:</u></b>		
Carl Franceschi	DRA	X
Chuck Adam	Municipal Building Consultants	X

**1) Public Comment -**

- None

**2) Approval of minutes:**

- None

**4) Approval of Invoices:**

- None

**5) Correspondence:**

- None

**6) Old Business:**

- None

**7) New Business:**

- DRA reviewed walkthrough of building with MBC, Staff, Administration and Facilities Director
- ESCO contract with the town will be doing some of the mechanical items that were previously planned for this project
- Phone and Intercom system will be replaced by school department by a state bid list contract
- DRA reviewed meetings with teachers to review the programming and space needs. There will be some minor additions to the special ed program but all other departments seem ok.
- Next milestone will be the creation of the educational plan and space summary
- MBC reviewed the schedule

**8) Next Building Committee Meetings:**

- Tuesday June 18, 2013 @ Town Hall - 7:00 PM - 3<sup>rd</sup> floor meeting room
- Tuesday July 9, 2013 @ Town Hall - 7:00 PM - 2<sup>nd</sup> floor meeting room
- Tuesday July 30, 2013 @ Town Hall - 7:00 PM - 3<sup>rd</sup> floor meeting room
- Tuesday August 20, 2013 @ Town Hall - 7:00 PM - 3<sup>rd</sup> floor meeting room

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