

**LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE
MEETING MINUTES – October 10, 2013**

Members Present:

Leslie Rutan, Selectmen Chair & Chair of Building Committee
John Coderre, Town Administrator
Jennifer Drohan, Northborough School Committee Member
Dr. Charles Gobron, School Superintendent
Patricia Kress, Northborough School Committee Chair
Christopher Lawson, Building Committee Member
Cheryl Levesque, School Business Manager
Jennifer Parson, Principal, Lincoln Street Elementary School
Jason Perreault, Chair, Financial Planning Committee and
Vice-Chair of Building Committee
Julie Peterson, Building Committee Member

Also in attendance:

Michael Pagano, Lamoureux-Pagano
Peter Caruso, Lamoureux-Pagano
Alan Minkus, Strategic Building Solutions

Meeting was opened by the Chair at 1:05 p.m.

Approval of Minutes

Dr. Gobron moved that the Committee approve the meeting minutes of the September 18, 2013 meeting as submitted; Mr. Perreault seconded the motion; approved unanimously.

Dr. Gobron moved that the Committee approve the meeting minutes of the September 26, 2013 Joint Meeting as amended; the minutes should reflect that Mr. Pagano was in attendance. Mr. Perreault seconded the motion; approved unanimously.

Status Update by LPA for Preliminary Schematic Report submission and Schematic Design work

Mr. Pagano noted that MSBA has received the submitted Preferred Schematic Report (PSR) and indicated that it was complete. He does not foresee any issues with the addition/renovation option A as it is the best option for this project; the PSR includes the scientific proof that this is the direction where we should go. Mr. Pagano believes the MSBA Board will vote affirmatively on November 20th. He indicated that he hopes to schedule a meeting with the Northborough Development Review Team (Town Department Heads) in the near future.

Mr. Pagano noted the goal that has been expressed is to obtain an additional 2% reimbursement incentive points if possible. These points are available through sustainable design options by using either MA-CHPS or LEEDS criteria. An additional meeting will be needed soon to discuss this and to determine if this option makes sense from a financial standpoint.

A short discussion took place about the room data sheet that was developed by Lamoureux Pagano. Dr. Gobron, Ms. Parson, and Ms. Crockett will meet with the Lincoln Street School

faculty to gain additional input from staff members and a recommendation will be made to the Building Committee.

Facilities Assessment Subcommittee (FAS) meeting at MSBA on November 6, 2013

It was determined that Mr. Coderre, Dr. Gobron, Ms. Levesque, Ms. Crockett, Mr. Overmoyer and Mr. Minkus would be attending the meeting on November 6th in Boston. This meeting is an opportunity to present to the FAS a summary overview of the proposed project. This work leads to the vote of the MSBA Board on November 20, 2013.

Public Outreach Update

Mr. Coderre explained that public copies of the MSBA Feasibility Study Preferred Schematic Report (PSR) are available at the Town Hall, at the Lincoln Street School, and in the Superintendent's Office. In addition, an electronic copy of the PSR will be posted on the Lincoln Street School Building Committee website. The Superintendent's Office will provide information to be run on Northborough's Cable Access Channel.

Ms. Peterson reported on the success of the information booth at Applefest. She discussed future outreach including presentations to various community groups. Mr. Coderre emphasized the importance of having consistent, accurate information at all the presentations. Ms. Kress mentioned that the Northborough School Committee will be taking a formal vote to affirm the decisions and direction of the Lincoln Street School Building Committee.

Any Other Business to come before the Committee

It was determined that a future agenda will need to include a discussion of two options, Design Bid Build and Construction Manager at Risk.

Next Meeting Date

Thursday, November 14, 2013, 1:00 p.m.

Thursday, December 5, 2013, 1:00 p.m.

Adjournment

Mr. Perreault moved the Committee to adjourn; Ms. Kress seconded the motion; approved unanimously.

The meeting adjourned at 2:15 p.m.

Respectfully submitted,

Cheryl Levesque
Business Director

Documents used during meeting

October 10, 2013 Meeting Agenda

September 18, 2013 Meeting Minutes

September 26, 2013 Meeting Minutes

October 10, 2013 Feasibility Study & Schematic Design Schedule