



## TOWN OF NORTHBOROUGH

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### LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES – March 12, 2014

Members Present: Leslie Rutan, Selectmen Chair & Chair of Building Committee  
John Coderre, Town Administrator  
Jennifer Drohan, Northborough School Committee Member  
Charles Gobron, Superintendent of Schools  
Patricia Kress, Northborough School Committee Chair  
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: Alan Minkus, Strategic Building Solutions  
Katie Crockett, Lamoureux, Pagano & Associates

Absent: Christopher Lawson, Building Committee Member

Leslie Rutan, Chair, called the meeting to order at 1:05 p.m.

#### Update Regarding the MSBA's Comments on Schematic Design Submission

Mr. Minkus reported that Ms. Levesque, Mr. Coderre, and Ms. Crockett traveled to MSBA in Boston on Wednesday, March 5<sup>th</sup> to discuss the Schematic Design submittal. MSBA staff commented very favorably about the quality of the Lincoln Street School submission at the meeting. MSBA officials had a few questions and our comments are due back by March 20th. Mr. Minkus and Ms. Crockett are gathering all the information needed.

#### Budget Update Regarding the 3/514 Meeting with MSBA Staff

Mr. Coderre received some favorable budget news as a result of the meeting on March 5th. It was previously thought that certain contingency funds were ineligible for MSBA reimbursement. According to MSBA, these funds are in fact reimbursable resulting in a maximum MSBA grant of approximately \$10.4 million instead of \$10.1 million.

Another positive note is that the Town is able to repurpose \$268,000 from capital improvements that came in under budget toward the cost of the Lincoln Street School Project. As a result, the tax impact will be approximately \$148 per year on average over the estimated 22 years of temporary and permanent financing.

#### Planning for the 3/18/14 Public Information Session

Dr. Gobron reported that a One Call Now e-mail went out to parents in Northborough K-8 Schools as well as to Northborough parents at Algonquin inviting them to attend the March 18<sup>th</sup> Public Informational Forum at Lincoln Street School. Ms. Petersen reported that a notice about the meeting is now on Northborough Cable. She also mentioned that a message is running on Northborough Lions Club Bulletin Board in the center of town. It was decided that Ms. Crockett and Ms. Parson would lead the tour of Lincoln Street School, starting at 6:30 p.m.

#### Public Relations Update

A great deal of discussion took place around a proposed flyer for public relations purposes. Due to financial considerations, it was decided that an all-town mailing would not be done. Mr. Coderre shared information from the Zeh School flyer that was developed over fifteen years ago. Various members of the Lincoln Street Elementary School Building Committee volunteered to help Ms. Crockett with the content of our flyer. Ms. Peterson discussed the success of the Renovate Lincoln Facebook page; the work with Northborough Cable, the reach out to Northborough Basketball, Northborough Youth Soccer, and Northborough Baseball & Softball; the presence at the Lincoln Street School PTO Bingo Night as well as the Rotary Pancake Breakfast; her plans to be at the Proctor Spring Fair and the Peaslee School Kids Fair; the activities planned for the April 4<sup>th</sup> Northborough Education Foundation Quiz Night; and the importance of the display boards at the Northborough Public Library.

A number of presentations are in the works. Mr. Coderre and Dr. Gobron discussed the project at the Senior Center this past week and are scheduled to meet with the Council on Aging at 7 p.m. on Tuesday, April 8<sup>h</sup>. They also will present to Rotary at the Senior Center at noon on Thursday, March 20<sup>th</sup>. Ms. Peterson and Dr. Gobron will meet with Northborough Junior Women's Club on Tuesday, March 25<sup>th</sup> at 7:30 p.m. at the Trinity Church. A presentation to the Northborough Garden Club is tentatively planned for April 1<sup>st</sup>.

#### Any Other Business to Come Before the Committee

Discussion took place about the activities that take place between the end of Town Meeting (April 29<sup>th</sup>) and the date of the ballot question (May 12<sup>th</sup>). Dr. Gobron and Mr. Coderre explained that as public employees Ms. Levesque, Ms. Parson, Dr. Gobron and Mr. Coderre must refrain from any actions that may appear to influence the outcome of this ballot question.

#### Next Meeting Date

The next meeting will be held on Thursday, April 10, 2014 at 1 p.m.

#### Adjournment

Dr. Gobron moved, Mr. Perreault seconded, and it was unanimously voted to adjourn the meeting.

The meeting adjourned at 2:40 p.m.

Respectfully submitted,

Charles E. Gobron, Ed.D.  
Superintendent of Schools

Documents used during meeting:

March 12, 2014 Meeting Agenda

Lincoln Street School Add/Ren Estimate

Lincoln Street School Feasibility Study and Design Schedule – March 12, 2014