



TOWN OF NORTHBOROUGH

Town Offices
63 Main Street
Northborough, MA 01532-1994
(508) 393-5040 Phone
(508) 393-6996 Fax

LINCOLN STREET ELEMENTARY SCHOOL BUILDING COMMITTEE MEETING MINUTES - MAY 15, 2014

Members Present: Leslie Rutan, Selectmen Chair & Chair of Building Committee
John Coderre, Town Administrator
Charles Gobron, School Superintendent
Patricia Kress, Northborough School Committee Chair
Christopher Lawson, Building Committee Member
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
Christine Johnson, Assistant Superintendent of Schools

Absent: Jennifer Drohan, Northborough School Committee Member
Cheryl Levesque, School Business Manager

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

Results/Discussion of the May 12, 2014 Town Vote

Mrs. Rutan thanked everyone for the excellent presentation at Town Meeting, the work done on public relations, the support from the Lincoln Street School Building Committee, and the enthusiasm of the Lincoln Street School Community. Several other building committee members commented on the effectiveness of the process, the support from the voters, and the professional way the information on the addition/renovation project was presented to the Northborough community.

Project Schedule -- Next Steps

Mr. Minkus presented the Project Schedule with an overview of all the tasks between now and the closeout in 2017, concentrating on the schedule for the next year. The Design Document phase is expected to take nine months. The project will go out to bid in mid-January, bidding process will be wrapped up in mid-April, and the initial construction will start in late April of 2015.

Any other business to come before the Committee

Discussions took place about the future meeting dates. The current plan is to hold monthly meetings of the Lincoln Street School Building Committee on the third Thursday of every month at 1 p.m. It is possible that the Building Committee will be meeting less frequently when there are fewer business items to discuss, but frequent communication is very important.

Next meeting date

The next meeting is scheduled for Thursday, June 12, 2014 at 1:00 p.m.

Adjournment

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

The meeting adjourned at 1:40 p.m.

Respectfully submitted,

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

Documents used during meeting

1. May 15, 2014 Meeting Agenda
2. May 15, 2014 Lincoln Street School Project Schedule
3. Letter dated May 15, 2014 to MSBA with certified Town Meeting and ballot votes for the Lincoln Street School Building Project