

Sutton School Building Committee

Regular Scheduled Meeting

5/13/2009

Town Hall Meeting Room

Present: G. Coulter, D. Davis, C. DiBella, T. Harrison, W. Mead, R. Raymond, K. Stuart, D. Suhl, C. Watkins

Absent: M. Jerz, J. Smith, L. Stonebreaker, R. Weaver

Meeting called to order at 7 pm.

1. **Enrollment Projections:** Dr. DiBella updated the committee on a meeting with the MSBA (Kevin Sullivan and Vin Albisio) and SSBC members (C. Dibella and C. Watkins) to discuss the enrollment projection numbers provided to the SSBC by the MSBA on 5-5-2009 at the MSBA office in Boston. Dr. DiBella stated the numbers appear low given the growth of the town and the actual projected enrollment in the Flansburgh Feasibility study. Her concern is that the town will build a school that is overcapacity when opened. She stated the enrollment projections are very important.

Dr. DiBella's questions to MSBA were:

- a.) did the MSBA take into account the growth potential of the town given the building projects currently on the books or on hold and pending,
- b.) did the MSBA consider the potential for future housing permits as housing permits issued in the last year and a half has dropped significantly compared to prior years,
- c.) did the MSBA consider the return of students to the Middle and High school as a result of an enhanced building,
- d.) did the MSBA look at the potential for growth in the town given the Route 146 corridor,
- e.) what was the methodology used by the MSBA to complete the projection

Dr. DiBella stated that the MSBA requested additional information be provided to them. The MSBA is sensitive to population vulnerability because of growth. The Superintendent agreed to send additional information to the MSBA. Dr. DiBella stated that MSBA's enrollment projections are actually lower than current actuals.

Wendy stated that Christine's email summarizing the meeting was very comprehensive reviewing the enrollment numbers, methodology, and various systems used by the MSBA.

The town administrator provided Dr. DiBella with the status of 8 projects (large, small, on hold, in construction). The projects are still on the books and represent potential growth. Dr. DiBella is also requesting from the Town Administrator a synopsis of the Route 146 corridor as economic development spurs residential development. This information will be forwarded to the MSBA.

Glenn commented that the Flansburgh enrollment projections are quite in excess of our current enrollment. Dr. DiBella commented that some of this difference is a result of the current economy.

Conversation ensued regarding 8th – 9th grade attrition as well as inclusion of school choice in students in the projection numbers. Students who school choice out have the right to return. The projection did not add any new incoming school choice. Sutton has fewer choice out than choice in. The school choice in is capped by the School Committee per Dr. DiBella.

Christine stated that the additional information provided by the SSBC would be used to "tweak" the MSBA projections with the base projection carrying more weight in the weighted average enrollment numbers. As a result, the final numbers would be a blend of different scenarios.

Dr. DiBella will provide additional information to the MSBA.

2. **Flansburgh:** Dr. Dibella recommended Flansburgh Associates be submitted to the MSBA's Designer Selection Panel as the designer of choice for Sutton. Cecilia stated that our previous relationship with Flansburgh during the 2006 Feasibility study was professional and inclusive with respect to working with both the faculty and the staff at the school.

Glenn would like to have a new set of eyes look at the facility. In addition, it has been over 3 years since the SSBC's subcommittee looked at the qualifications of respondents to our original feasibility study RFP. It may be

wise to review Flansburgh's qualifications based on the new MSBA guidelines against other peer architects. Given the magnitude of the expenditure to the town, Glenn suggested the committee perform its due diligence.

David made a motion to accept Flansburgh as architects; seconded by Roger. Vote 6 in favor, 3 opposed. Passed. Flansburgh will be recommended to the MSBA Designer Selection panel.

3. **OPM Vote:** It was decided that those who had attended the interviews would provide their rankings of the respondents. Ross' rankings were by proxy. Donna, Christine, Wendy, Ken, Roger and David were present to provide their rankings. Cecilia stated that she would support the recommendations of the OPM subcommittee or those who were present for the interviews.

Christine asked if URS had provided the additional information to the SSBC for Question 2 items 1b, 1c and 1e which had been requested during their interview. Wendy stated that Jim Smith had received the information. The material had not been dispensed to all members of the committee; however, Wendy stated that per Jim, the information was in order.

Ken stated those who had attended the interviews should provide their rankings of the 5 respondents from 1-5 with one being the top candidate and 5 being the least favorable

	D	C	W	K	R	D	R	Total
Heery	5	5	4	5	5	4	2	30
Daedalus	4	4	5	4	4	5	4	30
URS	1	3	3	3	3	3	3	19
SBS	2	2	1	2	1	2	1	11
Skanska	3	1	2	1	2	1	5	15

Final Ranking

1. SBS
2. Skanska
3. URS

Donna proposed those who ranked the respondents accept the above data. 6 in favor – 3 abstentions.

Tim proposed that those who abstained accept the recommendation of ranking as determined by the interview attendees. The 3 above abstentions accepted the ranking.

Wendy will provide the above data to the MSBA as well as the committee's recommendation of Flansburgh as designer.

4. **Review of 4-15-09 Minutes:** Motion by Donna to accept minutes as amended to replace Tim with Jim Smith for motion to adjourn. Motion seconded by David. 7 in favor; 2 abstentions.
5. Next meeting will be Wednesday, June 3, 2009
6. **New Business:**

- a. Glenn raised the issue of what the subcommittee is doing with regard to enrollment. Glenn asked Dr. DiBella if it would be possible to obtain an updated enrollment projection from NESDEC as we are members of this organization. A NESDEC projection was used in the Flansburgh study. Dr. DiBella stated she would look into it.

Wendy stated we are putting together a package with town projects, SPED data, and school choice. The MSBA is looking for information as soon as possible.

Glenn asked if we, as a committee, have a time table. Will the SSBC look at the package prior to it being sent to the MSBA? Yes, it will be presented on June 3.

- b. Second item: Glenn – under old business in the 4-15-09 minutes. Where is the 1989 and 1999 enrollment projections? The information had been presented on 4-15-09. Glenn missed the meeting and was currently provided with a copy of the information.

- c. Documents to be provided to the MSBA for Designer Selection: Cecilia stated that the MSBA will require documentation supporting the processes uses by the 2005/2006 selection panel which subsequently chose Flansburgh Associates for the 2006 Feasibility Study. It was determined that the prior chair, Tracy Zuiliani, may have the required information if it is not on file at the Town Hall. Cecilia and Wendy will follow up and organize the required documentation for submittal.
- d. Maintenance Trust: Ken followed up to his comments at a previous meeting for the establishment of a maintenance trust fund. Establishment of such a fund results in a 1% incentive reimbursement point for the town. Ken suggested the wording for a fund be included on the Fall Town Meeting Warrant. It was suggested the OPM, once approved, could provide guidance with the set up. Roger offered to assist Ken as well.

Motion to adjourn at 8:17 by David. Motion seconded by Roger. All in favor.

Respectfully submitted,

Christine Watkins
Acting Secretary