



**Penn Brook School Building Committee Meeting Notes**

*July 24, 2012 - 7:00 PM  
Town Hall - 2<sup>nd</sup> Floor Meeting Room*

**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	X
Alan Aulson Jr.	Citizen	X
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	
Rob Hoover	School Committee	X
Kerry Stauss	Citizen	X
C. David Surface	Chairman, Board of Selectmen	X
Eric Zadina	Citizen	
Jeff Wade	Citizen	X
Nasrene Phaneuf	Finance Committee Designee	X
<b><u>Non-Voting Members</u></b>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Dr. Donna Tanner	Principal, Penn Brook School	X
<b><u>Other Attendees:</u></b>		
Carl Franceschi	DRA	X
Courtney Southwick	DRA	X
Pat Saitta	Municipal Building Consultants	X
Chuck Adam	Municipal Building Consultants	X

1. **Public Comment:** - NONE

2. **Approval of minutes:**

July 10, 2012 minutes were reviewed and correction was requested by George to change "water department" to "conservation and town planner" during Courtney's discussions with Town Planner and Conservation agents.

Motion made by Jeff to accept the minutes as amended, seconded by George, all present voted approval with AJ and Peter abstaining.

3. **Approval of Invoices:** NONE

4. **Correspondence:**

Letter from Rob that was sent to the committee on July 17, 2012. George will post letter

Letter from MSBA regarding MS/HS submission requirements was referenced and will also be posted

5. **Old Business:**

NONE

6. **New Business:**

Pat provided an update on the status of the Feasibility Study for the Georgetown Middle/High School

Letter was sent to Chris Alles, PM at MSBA. Letter included:

- Letter from Carol, dated July 18, 2012
- The Education Program for MS/HS from the Preferred Alternative Submission
- The Evaluation of the existing conditions at the MS/HS from the Preferred Alternative Submission
- DRA's proposed work plan for this additional work
- DRA's outline of Capital Repairs and Program Repairs required after the 6<sup>th</sup> grade is relocated
- Preliminary estimate for the work
- Plans of the proposed work and reconfiguration of the MS/HS educational spaces
  - Fee structure was presented for the Town Warrant to extend the MS/HS feasibility study to complete the Programs and Capital projects required by MSBA as a complementary project to the proposed new Penn Brook School. The drainage/mitigation fees are not included and assumed to be part of grant request.

-DRA proposal	\$53,030.00
-MBC	\$24,520.00
-Misc. Items	\$7,450.00
<b>TOTAL:</b>	<b>\$85,000.00</b>

Motion made by Michelle to appropriate \$85,000 (and not to exceed) at the fall town meeting to complete the feasibility study at the GMHS. Seconded by Jeff, all present voted approval.

- MBC presented their list of possible future value engineering/savings items developed from their review of documents.
- DRA provided updates to the elevations and specific questions raised at the last meeting:
  - Site plan hasn't changed the layout.
    - Connection back to Main Street through the access road for water line. No paving/drainage but there is excavation and clearing for water line. Looking for committee approval for improvements above this. What to do with the issue of neighbors land and town land overlapping. Gate needed to control use and access. Who maintains the drive? Displacing the current drive. No further costs for developing a paved drive. Emergency access way was supposed to be in the project. Rob will work with Johnsons to coordinate

amicable solution. Will need town planner and legal counsel to address easement. DRA will work with Peter as well. Included an allowance at this point. Not reimbursable.

- Allowance for Elm Street - \$300k not in the budget at this time but can be added back in.
- Water line loop - did committee vote it? No but it was generally agreed that it should be included

Motion made by Jeff to put the 300K back in the schematic design submission, seconded by Naz. All present voted approval.

Motion made by Jeff to include access 10-12 ft, wide driveable surface, emergency access only with gates at top and bottom, emerging at bottom, while blending with existing entrance. Seconded by Dave. All present voted approval.

-Alternates

Alternate 1: Corridors- Linoleum sheet in lieu of linoleum tile – Add \$42,000.00  
Yes – already voted in by committee.

Alternate 2: Lobby Flooring- Terrazzo tile in lieu of porcelain paver tiles – Add \$34,000.00  
Motion made by Jeff to accept Terrazzo tile in lieu of porcelain paver tiles. Seconded by Michelle. All present voted approval.

Alternate 3: Bio-tile flooring in lieu of VCT – Add 40,000.00  
Motion made by Michelle, seconded by Jeff to accept the bio-tile flooring in lieu of VCT. 6 voted yes, 3 voted no. Motion approved.

Alternate 4: Restrooms – Ceramic tiles in lieu of epoxy flooring – Add 36,000.00.  
No – already voted on by committee.

Alternate 5: Gymnasium – Wood athletic flooring in lieu of rubber sports flooring – Deduct \$27,000.00. Motion made by Jeff, seconded by Peter for the wood athletic flooring. All present approved.

Alternate 6: Music Room- VCT flooring in lieu of hammered rubber flooring – Deduct \$10,000.00. Yes – Already voted on by committee.

Alternate 7: Cafetorium – 3mm rubber flooring in lieu of 2mm rubber flooring – Add \$18,000.00. Motion made by Jeff, seconded by Dave for the 3mm rubber flooring. All present approved.

Alternate 8: Media Center- Gable roof structure in lieu of sloped/pitched roof – Add \$134,000.00. Motion made by Jeff, seconded by Dave to reject the gable roof. All present approved.

Motion made by Jeff, seconded by Michelle to approve \$46,170,000.00 for the Penn Brook School project as presented today, July 24, 2012. All present approved.

7. **Next Meetings:**

- The scheduled upcoming building committee meetings list was reviewed as follows:
  - August 7 at 7:00 PM at Town Hall in the **2<sup>nd</sup> floor meeting room**
  - September 11 at 7:00 PM at Town Hall in the **3<sup>rd</sup> floor meeting room**
  - September 25 at 7:00 PM at Town Hall in the **3<sup>rd</sup> floor meeting room**
  - October 9 at 7:00 PM at Town Hall in the **3<sup>rd</sup> floor meeting room**
  - October 23 at 7:00 PM at Town Hall in the **3<sup>rd</sup> floor meeting room**

It was agreed that these meetings may not be needed but they could be used to review the materials available to assist in getting information to all voters.

8. **Motion to adjourn:**

Motion to adjourn made by Jeff, seconded by Michelle. All present voted approval.