

**School Building Committee Meeting Minutes**

**February 19, 2013 - 7:30 PM**  
**Town Hall – 2nd Floor Meeting Room**

***DRAFT***

**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	
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	X
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	
<b><u>Non-Voting Members</u></b>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	X
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	X
Joan Liporto	Finance and Operations Director	
<b><u>Other Attendees:</u></b>		
Carl Franceschi	DRA	X
Courtney Southwick	DRA	
Pat Saitta	Municipal Building Consultants	X
Chuck Adam	Municipal Building Consultants	X

**1) Public Comment - None**

**2) Approval of minutes for February 5, 2013 meeting**

- Motion to approve by George, second by Ellie  
*All present voted approval with one abstention*

**3) Approval of Invoices -**

- FedEx - \$45.72 - for sending documents to Bond Counsel - Motion by Ellie, second by George  
*All present voted approval with one abstention*

**4) Correspondence -**

- Letter from Johnsons on Elm Street from January 15, 2013 was read into the record
- Letter from Planning Board - was received by co-chairs late in the afternoon and will be forwarded to committee members and put on the agenda for the next meeting.

5) **Old Business -**

• **Site Review Discussion:**

- DRA reviewed the notes from the latest discussions of the sub-group, school staff and committee members as well as the site consultant that occurred since the last meeting.
- *Latest items reviewed:*
  - Entry road - basins and structures for drainage, entire repaving, new gas and water service disturb the road, and possibility or narrowing the width which would also include the walks and curbing
  - Reducing the width of some of the access roads
  - Increase in new play areas - not an adult baseball field but potential if not used also as a soccer field due to infield, soccer field may be "full size"
  - Irrigation and wells for new play areas
  - Emergency path, 12' wide of accessible area, but only 4' wide of paving, gated both ends
- **Review of exterior materials:**
  - DRA reviewed the latest meetings and discussions with the sub-group and the following items:
    - Selections and final concepts with Jeff Wade
    - Finalized some selections for pricing
    - Colors are earth tone/natural
    - DRA reviewed latest 3d model showing the colors and materials included in the estimates
    - Committee asked DRA to look at the geometric element over the entrance
    - Review the round columns along the front entrance

6) **New Business:**

• **Review of Design Development Submission for MSBA:**

- MBC reviewed the status of the budgets based on estimates from MBC's estimating firm and DRA's estimating firm.
- MBC estimate is under the budget by just under \$30,000.00. Site work is up about a \$1,000,000 but building costs are lower than expected.
- Reviewed DRA estimate and a comparison between the two estimates.
- Committee expressed concerns with the Elm Street work and that the street reconstruction project should be moving forward in order to help finalize the design of the driveway drainage.
- Jeff made a motion to authorize the submission of the Design Development documents to the MSBA. Motion seconded by George. Discussion: David wants to see a full accounting of the project against the town meeting approval at the next meeting, ROB continued to have the same concerns with Landscape plan, lighting layout and that the plans should be further along.
  - Vote passed 8 to 1
- Site drawings to be re-reviewed with the site group in March.

**7) Next Building Committee Meetings:**

- Tuesday March 12, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- Tuesday April 23, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- Tuesday May 7, 2013 @ Town Hall - **7:00 PM** - 2nd floor meeting room
- Tuesday May 28, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- Tuesday June 11, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- Tuesday July 9, 2013 @ Town Hall - **7:00 PM** - 2nd floor meeting room
- Tuesday July 30, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- Tuesday August 20, 2013 @ Town Hall - **7:00 PM** - 3<sup>rd</sup> floor meeting room
- 

**8) Middle / High School Project:**

- No items to review

***Motion to Adjourn by Ellie and second by Rob, all present voted approval***