

Middle School/High School Building Committee Meeting Minutes

August 6, 2013 - 7:00 PM

Town Hall – Basement Meeting Room

Committee:

<u>Voting Member</u>	<u>Representing</u>	<u>Present</u>
Ellie Sinkewicz	Building Committee Co-Chair	
Michelle Smith	Building Committee Co-Chair	X
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	X
Rob Hoover	School Committee	X
Kerry Stauss	Citizen	
Stuart Egenberg	Board of Selectmen	X
Eric Zadina	Citizen	
Jeff Wade	Citizen	X
<u>Non-Voting Members</u>		
Carol Jacobs	Superintendent	X
Michael Farrell	Town Administrator	
Donna Tanner	Principal, Penn Brook School	
Margaret Maher	Principal, Perley School	X
Joan Liporto	Finance and Operations Director	X
Peter Lucia	Principal, Middle & High School	
<u>Other Attendees:</u>		
Carl Franceschi	DRA	
Courtney Southwick	DRA	X
Pat Saitta	Municipal Building Consultants	
Chuck Adam	Municipal Building Consultants	X

1) Public Comment:

- None

2) Approval of minutes:

- July 9, 2013 - motion to approve by Jeff, seconded by Stuart, All present voted approval
- July 16, 2013 - motion to approve by Stuart, seconded by Jeff, All present voted approval

3) Approval of Invoices:

- Municipal Building Consultants - OPM Services for July 2013 - \$11,110.00
- DRA - Feasibility Design Services - July 2013 - \$5,303.00
 - Motion made by Jeff and seconded by Stuart to approve both invoices as presented, all present voted approval.

4) **Correspondence:**

- None

5) **Old Business:**

- None

6) **New Business:**

Chairperson Smith, Superintendent Jacobs, DRA and MBC updated the committee on a conference call held with the MSBA after the last building committee where the committee voted the scope of the feasibility study. The MSBA indicated that the scope has increased beyond the initial invitation last fall. The entire list of scope items reviewed at the building committee was reviewed with the MSBA. DRA presented a revised scope matrix which was reviewed with the committee. ***After review of the scope document a motion was made by Jeff and seconded by George to accept the matrix and direct DRA and MBC to include those items in the Feasibility Study.***

The committee reviewed the next steps for the remaining scope items not included in the matrix. It was agreed that the building committee would make a full presentation and recommendation to the school committee for their consideration in a future project or the submission of a statement of interest to the MSBA.

7) **Next Building Committee Meetings:**

- Tuesday August 20, 2013 @ Town Hall - 7:00 PM - 3rd floor meeting room

Motion to adjourn by Stuart and second by Jeff at 7:37 PM, all present voted approval