

## **Middle School/High School Building Committee Meeting Minutes**

*December 9, 2013 - 7:00 PM*

*Town Hall – 3rd 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
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	
Rob Hoover	School Committee	
Kerry Stauss	Citizen	X
Stuart Egenberg	Board of Selectmen	X
Eric Zadina	Citizen	X
Jeff Wade	Citizen	X
Jim Lacey	Finance Advisory Board Rep.	X
<b><u>Non-Voting Members</u></b>		
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	
Peter Lucia	Principal, Middle & High School	
<b><u>Other Attendees:</u></b>		
Carl Franceschi	DRA	X
Pat Saitta	Municipal Building Consultants	X
Chuck Adam	Municipal Building Consultants	X

### **1) Public Comment:**

- None

### **2) Approval of minutes:**

- 1) November 12, 2013 - Motion made by Ellie, seconded by Jeff - All present voted approval

### **3) Approval of Invoices:**

- DRA Invoice - \$2,651.50 for services in November, motion made by Ellie and seconded by Jeff, all present voted approval

### **4) Correspondence:**

- None

5) **Old Business:**

- None

6) **New Business:**

- Review of additional fee request from DRA for Schematic Design Phase:
  - The original feasibility study budget included funds from a potential FEMA grant
  - It was anticipated that the FEMA funds would also be used for design fees
  - The MSBA recently requested additional survey and engineering work that was anticipated to be completed as part of the FEMA grant work if approved
  - DRA has reviewed the additional work request and feels that they will be able to establish a realistic budget for the storm water design as part of the scope and budget submission
  - DRA was planning to accomplish the design work requested during the design development phase.
  - There may be some additional survey work needed to finish this phase of the design
  - He team is meeting with the MSBA to review all aspects of the SD submittal and will discuss the storm water design elements.
  - The committee expressed its concerns with asking the town for any additional funding for this phase and urged the team to convince the MSBA to accept DRA's position

7) **Next Building Committee Meetings:**

Tuesday January 12, 2014 - Town Hall

***Motion to adjourn by Ellie and seconded by Jeff all present voted approval***