

Penn Brook School Building Committee Meeting Minutes

January 28, 2014 - 7:30 PM
Town Hall – 3rd Floor Meeting Room

Committee:

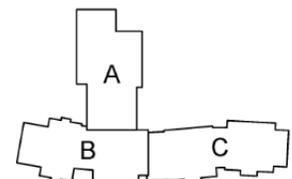
<u>Voting Member</u>	<u>Representing</u>	<u>Present</u>
Ellie Sinkewicz	Building Committee Co-Chair	X
Michelle Smith <i>(via phone)</i>	Building Committee Co-Chair	X*
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	X
Rob Hoover	School Committee	
Kerry Stauss	Citizen	
Stuart Egenberg	Board of Selectmen	
Eric Zadina	Citizen	
Jeff Wade <i>(at 8:15)</i>	Citizen	X*
Jim Lacey	Finance Committee Rep.	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	X
Courtney Southwick	DRA	X
Doug Morse	Warner Larson Associates	X
Pat Saitta	Municipal Building Consultants	X
Chuck Adam	Municipal Building Consultants	X

*Note:

When the meeting was opened at 7:30 PM a quorum was present with Michelle Smith on the phone. Although the committee understood that this was acceptable, it was later determined that a quorum is required in the room at the time of the meeting to take any votes and that any phone participants could not be counted towards the quorum. Therefore the votes taken prior to Jeff Wade's arrival at 8:15 PM are required to will be reintroduced and voted at a future meeting.

KEY PLAN

- **Update on construction progress:**
 - Foundations in b and c complete
 - Steel arriving next week erection start in C (3 story wing)
 - Crane arriving this week
 - Managing the removal of the frost



- Saturday work will likely continue
- UTS visit to Quebec to review fabrication
- Still moving materials and moving to north fields
- Still moving material around the site to fill areas to grade
- Dust monitoring continuing with no issues noted
- **Update on Johnson Property driveway design:**
 - DRA reviewed sketches of proposed parking/drive area near the house
 - Accessible ramp shown for both entrance doors
 - Bituminous pavement
 - Some grading work to do
 - Concrete stoops
 - Question of who builds this
 - Brait will be asked for a price
 - DRA will present to Mike Farrell for review with counsel and advice on what happens next
 - Town Meeting will eventually approve an easement/license
- **Elm Street design status:**
 - Consultants meeting with Elm Street this week to review coordination between the two projects.
 - The Penn Brook project does not have any funds for work on Elm Street
 - The consultants will provide flows from the Penn Brook road to the Elm Street engineers
- **Groundbreaking ceremony** - on February 11, 2014 at 4:00 PM - the building committee will meet afterwards at 5:30 PM to conduct its regular business.
- **North field and existing ball fields design:**
 - Warner Larson reviewed the proposed designs that resulted from the meeting with GAA that shows the preferred layouts for baseball and softball fields
 - It was noted the 3rd field (north) is where the arsenic containing top soil and wood chips are being stored and therefore will not be a fully compacted grass area that will require some settling maintenance.
 - The existing stand of trees along the fields is proposed to be removed to create more lawn area.
 - Smaller grass area over the new septic field can be expanded to increase the field width for a lacrosse field and a U-10 soccer field
 - Irrigation is proposed for the new fields
 - A proposal for testing ground water before the wells that are included in the contract will be brought forth to test for arsenic
 - The schedule is:
 - review with next building committee on February 11th
 - review with ConsCom after review
 - Ask contractor for pricing
 - Review with board of selectmen for approval to use the underbid funds for this work
 - Construction schedule will be dependent on growing seasons
 - Status of playground grass area over leech fields - need to be pushed as soon as possible for school use
 - Ala Carte pricing

- MSBA Project Funding Agreement Post Bid Amendment:
 - The MSBA is still completing and reviewing the proposed PFA budget revision submitted by MBC
 - MBC will advise the committee going forward

Future Meetings:

- Tuesday, February 11, 2014 @ 5:30pm, Penn Brook School
- Tuesday, March 11, 2014 @ 7:15pm, Town Hall 3rd Floor Meeting room
- Tuesday, April 8, 2014 @ 7:15pm, Town Hall 3rd Floor Meeting room
- Tuesday, May 13, 2014 @ 7:15pm, Town Hall 3rd Floor Meeting room
- Tuesday, June 10, 2014 @ 7:15pm, Town Hall 3rd Floor Meeting room

Motion to adjourn Tille/Jim, all present voted approval