

Name of Committee: Heath School Building Committee (SBC)

Meeting Date: October 18, 2010 Time: 8:30am Meeting Location: Town Hall Room: 111

Attendees indicated by x; names in bold- voting members

Heath School Building Committee

Kenneth Goldstein	x	Milly Katzman	x
Helen Charlupski	x	Charles Simmons	x
Barbara Scotto	x	Jennifer Fischer-Mueller	
George Cole	x	Mel Kleckner	x
Carla Benka	x	Stacey McCarthy	x
William Lupini		Daniel St. Clair	x
Sean Cronin	x		
Michael Shepard	x	Raymond Masak (OPM -Acting)	x
Peter Rowe	x		

Public Present: None

Topic: **Meeting Minutes Approval**

Ken Goldstein made a motion to approve the minutes of September 20, 2010. The motion was seconded by George Cole. The vote was unanimous to approve the meeting minutes.

Topic: **Request for Designer Services- Architect Packages Review and Discussion**

George Cole stated the Town needed to present a clear position for the Designer Selection Panel meeting regarding the selection of an architect. It was agreed that each of the committee members involved with the designer selection process would give an overview of the architect submittals. The following summarizes the preferences of the committee members involved with this process:

George Cole- KBA, MDS, TLCR, Arrowstreet

Ray Masak- KBA, SLAM, TLCR, MDS

Ken Goldstein- KBA, Studio G, MDS

Barbara Scotto- KBA, Maryann Thompson, MDS, Arrowstreet , TLCR

Ultimately, after some additional discussion, the committee agreed that KBA, MDS, and Arrowstreet would be the Town's preferences for consideration at the Designer Selection Panel meeting.

Topic: **Project Schedule Review**

Ray Masak stated that after careful consideration that he included a task in the schedule for interviews regarding the selection of architects. He also stated that he included the MSBA's input throughout the feasibility/ schematic design phase based on guidelines issued by the MSBA in July 2010.

Topic: **Discuss and Approve the Additional members to the Committee**

Sean Cronin stated that the MSBA approved the two additional members. As such, no further action was required of the committee. The new members were in attendance and introductions ensued.

Topic: **New Business**

Milly Katzman stated that she was still concerned how the project might deal with common spaces as there is a real problem from a scheduling standpoint at this time. Ray Masak stated that the project has limited funding and it is the intent of the feasibility study to address these issues to ultimately determine the final scope of the project.

Carla Benka also mentioned that the feasibility study needed to address offsite construction.

Topic: **Proposed Meetings**

The next meeting of the Heath School Building Committee will be scheduled once an architect has been selected for the project. This is anticipated by the end of November.

Respectfully submitted,

Raymond Masak, PE
Owner's Project Manager (Acting)