Name of Committee: Heath School Building Committee (SBC)

Meeting Date: December 10, 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	Will Spears (MDS)	x
Helen Charlupski	x	**Charles Simmons**		Brian Pace (MDS)	x
Barbara Scotto	x	**Jennifer Fischer-Mueller**			
George Cole	x	**Mel Kleckner**	x		
Carla Benka	x	**Stacey McCarthy**	x		
William Lupini	x	**Daniel St. Clair**	x		
Sean Cronin	x				
Michael Shepard	x	Raymond Masak (OPM)	x		
Peter Rowe	x	Margaret Clark (MDS)	x		

Public Present: None

Topic: **Meeting Minutes Approval**

Ken Goldstein made a motion to approve the minutes of December 6, 2010. The motion was seconded by Barbara Scotto. The vote was: eight (8) members approved the meeting minutes and two (2) members abstained.

Topic: **Review Overall Schedule and Budget**

Ken Goldstein opened the meeting by stating he felt the December 6 public meeting went well and that we received positive input which was valuable to the project. He then turned over the meeting to Ray Masak who presented the following regarding schedule, design and budget:

Schedule:

- December 7 – MDS provided Documentation to the MSBA for the Facility Assessment Subcommittee (FAS)
- December 15 - FAS Meeting- Presentation of Preferred Scheme
- December 17 - Preferred Schematic - Formal submittal per MSBA guidelines
- January 12 - MSBA Board of Directors Meeting - MSBA staff makes recommendation of Preferred Schematic for Board Approval
- February 18 – Schematic Design submittal due for the Board of Directors Meeting

- March 30 Board of Directors Meeting – Project Scope and funding Agreement Approved by the MSBA Board of Directors

Design Decision Matrix:

- Decision Matrix (version 5) w/ Multipurpose Room & library, no elevator

Classroom Addition	$4,553,680
w/ multipurpose	
Cafeteria	$1,502,200
Accessibility	$345,925
w/o Elevator	$0
MEP	$250,000
w/ Boilers	$100,000
Haz Mat	$50,000
Library Addition	$295,000
TOTAL	$7,097,385

Overall Project Budget

Construction w/ contingency	$7,452,254
Soft Costs	$1,056,957
TOTAL	$8,509,211

Ray Masak stated that based on the public meetings conducted for the project, it appeared there was general consensus on the project scope presented above. Mel Kleckner stated that the December 15 MSBA meeting is for scoping purposes only. Sean Cronin provided information regarding possible funding scenarios for the project. Based on current interest rates and additional incentive points from the MSBA, Sean felt the overall project budget could be supported by the Town.

The following discussions ensued:

- If fund raising is conducted by the school, the general consensus was to think of enhancements for the project such as play structures.
- For the Advisory Committee, the overall project budget must be all inclusive. If the field is replaced or traffic calming is considered, these types of items need to be part of the project.
- It was stated that the numbers as presented for the overall project budget are budgetary in nature and are a “best guess” at this time.
- Since the elevator is not part of the project at this time, it was recommended not to preclude possible alternatives for the future. There was some discussion on the Architectural Access Board and Americans with Disability Act requirements.
- As the project moves forward, it is important to convey that this project supports the overall space needs of the school system based on demographics and we have the right scope given the limited budget.

George Cole made a motion to approve version 5 of the MDS decision matrix with an overall project budget of $8,509,211 which was seconded by Ken Goldstein. The vote was unanimous by the SBC.

Topic: **New Business**

None to report.

Topic: **Proposed SBC Meeting**

The next meeting of the Heath School Building Committee is scheduled for January 24, 2010 at 8:30 AM.

Respectfully submitted,

Raymond Masak, PE
Owner's Project Manager