

Name of Committee: Heath School Building Committee (SBC)

Meeting Date: July 19, 2011 Time: 4:00 pm Location: Heath School

Attendees indicated by x; names in bold- voting members

Heath School Building Committee

Kenneth Goldstein		Carrie Wilson	x	Will Spears (MDS)	x
Helen Charlupski	x	Charles Simmons		Brian Pace (MDS)	
Barbara Scotto	x	Jennifer Fischer-Mueller		Erin Chute Gallentine	
George Cole	x	Mel Kleckner	x	Ann Blair	
Carla Benka	x	Stacey McCarthy		Samantha Herrle (MDS)	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**

Helen Charlupski made a motion to approve the minutes of June 30, 2011. The motion was seconded by Mike Shepherd. The vote was unanimous to approve the meeting minutes with the following abstentions: Sean Cronin, George Cole and Mel Kleckner.

Topic: **Project Overview**

The following project related topics were discussed during the meeting:

- Key Dates
- 90 % CD Design Cost Estimate
- Discussion of Design Development- Finishes

Key Dates

Ray Masak presented the following key dates for the project:

MSBA 90 % CD Submission:	July 22
Construction Documents Complete:	August 5
Construction Start:	October 19

90 % CD Design Cost estimate

Ray Masak stated that reconciliation process for the 90 % CD cost estimate would be completed by July 29, 2011 and that the project is still on budget with three alternatives.

Discussion of Design Development- Finishes

Samantha Henle presented MDS's "more refined pass" for the proposed finishes which included architectural renderings. A lengthy discussion ensued and the following summarizes the decisions that were made by the SBC regarding finishes to allow MDS to move forward and complete the design documents.

Classrooms. MDS was requested to review the cost of wood laminate cabinets and to provide a more durable edge band. If the wood laminate was not cost effective, it was agreed that MDS would provide standard laminated cabinets with a simple pattern. There were no changes to the finish scheme presented- quartz tile, carpet (k/ pre-k), wall paint, horizontal laminate surface for cabinet tops (all classrooms except science), and solid surface for science room cabinet tops.

Classroom Hallways. MDS was requested to simplify the floor and wall patterns. The SBC was in agreement a new color for the door frames should not be introduced (as well as any other frame) but rather to continue with the green color from the window frames. It was agreed that the walk off mats would be used if installed in smaller sections (for maintenance purposes). There were no changes to the locker layout presented or the material selection for this area (floor tile, wall tile, paint).

Multipurpose Room. MDS was requested to simplify the design of the floor as well as the selection of colors. The SBC agreed that the finishes should not narrow the scope of the room. There were no changes to the paint, acoustical material and mats being provided for the walls as well as the flooring material.

Cafeteria. The SBC agreed with the finishes presented for the cafeteria (paint, flooring, flooring pattern) with one exception- as the SBC agreed not to introduce a new color for the new storefront frame but rather to stay with the green color used throughout the building, the flooring color selected for the front entrance was eliminated.

Library/ Auditorium. The SBC agreed with the carpet selection for these areas. Carpeting is the only finish that was proposed to be changed in these spaces.

Bathrooms. The SBC agreed that a black solid surface laminate be provided for the toilet partitions. The other finishes (tile and paint) were also acceptable to the committee.

Ray Masak again raised the issue regarding the maintenance required for this material. MDS will provide additional information on the use of this flooring material in a classroom setting. There was an issue raised regarding the moisture content of the new slabs and its impact on the installation of flooring. Will Spears stated this would be addressed in the contract documents.

Topic: **New/ Old Business**

At the last meeting, there was a concern raised regarding the entrance configuration to the new kindergarten classroom. The school department reviewed this issue further and based on their input, the space has since been modified such that the cubby area walls would be modified from full walls to half walls with the second set of doors being eliminated.

Topic: **Proposed SBC Meeting**

The next meeting of the Heath School Building Committee will be scheduled as needed.

Respectfully submitted,

Raymond Masak, PE
Owner's Project Manager