

Name of Committee: Runkle School Building Committee

Meeting Date: December 15, 2008

Time: 8:30 a.m.

Meeting Location: Runkle School, Library

Members Present: Nancy Daly, Chairman, BOS, Richard Kelliher, Town Administrator, Helen Charlupski, School Committee, Glenn Cunha, School Committee, William Lupini, Superintendent of Schools, Sean Cronin, Deputy Town Administrator, Michael Shepard, Building Commissioner, Tony Guigli, Project Director, David Summergrad, Runkle Principal, Ken Kaplan, Building Commission

Public Present: Scott Newman and Karen Breslawski, parents

Topic: Approval of Minutes

- The Committee unanimously approved the minutes of November 3, 2008, with the changes to attendance to include Glenn Cunha and David Summergrad.

Topic: Update of Project

- Three firms were short-listed for interviews for the feasibility/schematic design; Design Partnership of Cambridge, Flansburgh Associates and Miller Dyer Spears. Interviews to be held on January 6, 2009 at the MSBA. It is expected the firms will be ranked after the interviews. The Building Commission will then attempt to negotiate a contract with the top-ranked firm.
- There will be a meeting at the MSBA on December 22, 2008 to finalize enrollment issues. T. Guigli to attend along with P. Rowe and D. Summergrad.
- The Town recently received the draft Feasibility Study Agreement (FSA) from MSBA and is reviewing it.
- The next meeting is Monday, January 26, 2009 at 8:30 a.m.