

Name of Committee: Runkle School Building Committee

Meeting Date: January 29, 2009

Time: 8:30 a.m.

Meeting Location: Town Hall, Selectmen's Meeting Room

Members Present: Nancy Daly, Chairman, BOS, Richard Kelliher, Town Administrator, Helen Charlupski, School Committee, Kenneth Kaplan, Building Commission, William Lupini, Superintendent of Schools, Sean Cronin, Deputy Town Administrator, Michael Shepard, Building Commissioner, Tony Guigli, Project Director, David Summergrad, Runkle Principal, Erin Gallentine, Parks & Open Space, Peter Rowe, School Dept., .

Public Present: Scott Newman and George Sopol, parents

Topic: Approval of Minutes

- The Committee unanimously approved the minutes of December 15, 2008, with the changes to attendance to include Kenneth Kaplan, Building Commission.

Topic: Update of Project

- T. Guigli states the Feasibility Study Agreement (FSA) must be voted by the Building Commission, School Committee and Board of Selectmen authorizing the Town Administrator to sign on behalf of the Town. T. Guigli states is working with the MSBA to get the document finalized by Monday, February 1, 2009 so that it can be presented to the Town the week of February 9 for said approval.
- A cost, schedule and scope proposal has been received from the Design Partnership of Cambridge (DPC) and is under review by staff. This information has been widely shared with the Building Commission, MSBA, Runkle Building Committee for review and comment. The goal is to reach an agreement with DPC in the month of February to get the work underway.
- E. Gallentine appeared before the Committee to discuss site issues relative to the project. She distributed the budget estimate of \$1.150 million. It was agreed this would be shared with DPC. Site work may or may not be reimbursable, and while an important part of this project, all acknowledged that difficult choices may need to be made in the coming months owing to budget and/or reimbursement issues.
- The next meeting is Tuesday, March 3, 2009 at 8:30 a.m. in the Selectmen's Conference Room, 6th Floor, Town Hall.