

Name of Committee: Runkle School Building Committee

Meeting Date: 25 April 2012 Time: 8:300 p.m. Meeting Location: Town Hall, Room 103

Nancy Daly	x		
Kenneth Kaplan	x	Anthony Guigli	x
Vanessa Beauchaine	x	Charles Simmons	x
William Lupini	x		
Sean Cronin	x	Jennifer Fischer-Mueller	
		Gregg Schroeder	
Peter Rowe	x	Bob Bell	
Mel Kleckner			
Helen Charlupski	x		

Public Present: Harvey and Ariella Finkel abutters, and parents of Runkle School children.

Topic: Approval of Meeting Minutes

Unanimous approval of 3/14/12 Meeting Minutes with the following changes õbulb outö changed to õbump outö; õparkingö changed to õdrop offö. N. Daly reported she received an email from S. Murphy regarding his concerns relative to the content of meeting minutes.

Topic: Date of next Meeting

The date and time of the next meeting is Tuesday 29 May 2012 at 8:30 a.m.

Topic: Project Update

T. Guigli stated that the site work, window and storefront installation are ongoing, MEP rough-ins are nearing completion and drywall, painting, flooring and other interior finishes are ongoing. The play equipment contractor has begun his work, and the furniture design/procurement is nearing completion. Computer and technology install and procurement are underway, as well. A couple of significant problems have been recently identified subsequent to the heavy rain storm early this week include numerous and widespread roof leaks and leaking windows. Contractor notified and requested to provide plan for diagnosis and fix.

Topic: Traffic and Parking

T. Guigli reported that Transportation staff has informed him that the Transportation Board has approved the safety improvements to the public way around the school.

Design is being completed and the project will be bid in the near future. Permit parking plan to be considered by the Transportation Board in the next 3 weeks, according to Transportation Department staff.

Topic: Old and New Business

After some discussion, the Committee voted unanimously to approve the purchase of a security system (estimate \$60K) and to go forward with purchase of furniture (estimate \$665K), provided the project budget numbers are reviewed with the School Dept. and Deputy Town Administrator.

Subsequent to the meeting T. Guigli provided an email to School Dept. and Deputy Town Administrator outlining remaining unencumbered project funds (according to the Comptrollers' Office) and an estimate of project costs going forward.

T. Guigli further noted that a transfer of funds within the line items of the budget will be presented to the Town Administrator in the next few days. Once signed, it will be forwarded to the MSBA. It will include transfer of all remaining Construction Contingency funds to Change Orders and approximately \$300K from Owners Contingency to Change Orders.

Respectfully submitted,

Tony Guigli
Project Director