

Lunenburg School Building Committee

Date:	08/28/13
Location:	Thomas C. Passios Building
Time:	7:00 PM
Next Meeting:	9/30/13 7:00 PM



	Name	Association/Title	Affiliation
✓	Loxi Jo Calmes	Lunenburg Superintendent of Schools, LSBC	(LSBC)
✓	Michael Mackin	Lunenburg School Committee, Chair	(LSBC)
✓	Colleen Shapiro	Lunenburg School Committee, LSBC Member	(LSBC)
✓	Dave Matthews	BOS Representative, LSBC Member	(LSBC)
✓	Nathan Lockwood	Planning Board, LSBC Member	(LSBC)
✓	Mark Erickson	Finance Committee, LSBC Vice Chair	(LSBC)
x	Mike Barney	Citizen, LSBC Member	(LSBC)
x	Brian Frank	Citizen, LSBC Member	(LSBC)
✓	Kerry Speidel	Town Manager, LSBC (non-voting member)	(LSBC)
✓	John Londa	Director of Facilities, LSBC (non-voting member)	(LSBC)
✓	Brian Spadafino	LHS Principal, LSBC (non-voting member)	(LSBC)
x	Tim Santry	LMS Principal	(LSBC)
✓	Charles Hay	Principal-in-Charge, Tappé Associates	(Tappé)
x	Cesar Dedios	Senior Associate, Tappé Associates	(Tappé)
✓	Damian Liddiard	Project Architect, Tappé Associates	(Tappé)
x	Greg Cohan	Joslin, Lesser + Associates	(JLA)
✓	Christine DePalma	Joslin, Lesser + Associates	(JLA)
x	Jeffery Luxenberg	Joslin, Lesser + Associates	(JLA)
x	Ron Simoneau	Shawmut Design & Construction	(SDC)
x	Michael Kearns	Shawmut Design & Construction	(SDC)
x	Craig Gabri	Shawmut Design & Construction	(SDC)
x	Steve Ham	Shawmut Design & Construction	(SDC)

Discussion

**1 Call to Order**

Michael Mackin, Chairperson of the Lunenburg School Building Committee (LSBC), called the meeting to order at 7:05 PM.

**2a. Meeting Minutes**

The LSBC reviewed the meeting minutes (distributed by Joslin, Lesser + Associates within the meeting packet) from the prior meeting held on July 24, 2013.

**Motion: The LSBC moved to approve the meeting minutes from the July 24, 2013 meeting. The motion passed unanimously.**

**2b. Monthly Approvals**

Christine DePalma from JLA presented for approval Budget Revision Request # 1 and copies of Joslin, Lesser + Associates and Tappe Associates July 2013 Invoices. Christine explained that a Budget Revision Request is the formal mechanism by which the MSBA allows us to shift funds from one budget category to another (over the course of any MSBA project, Budget Revision Requests are anticipated and processed accordingly). Budget Revision Request Number 1 will cover the gap between the current Other budget line item (which is currently \$25,000) and the required line item value (which is \$48,000) to fund the Schematic Design Phase Pre-Construction services for Shawmut. To do this, \$23,000 will be shifted from the Architect budget category to the Other budget category.

**Motion: The LSBC moved to approve Budget Revision Request # 1. The motion passed unanimously.**

**Motion: The LSBC moved to approve the July 2013 invoices for Joslin, Lesser + Associates and Tappe Associates. The motion passed unanimously.**

Discussion

**2c. Project Update**

Charlie Hay from Tappé Associates, provided the LSBC with an update on the project's design. The site and building layout plans were reviewed for feedback. Charlie mentioned that the plans show adequate parking spaces for the new school. Parking needs for the Thomas C. Passios Building continue to be discussed and need to be confirmed. A LSBC member inquired on typical warranty periods for membrane roofs. Charlie mentioned that they are typically 15 to 20 years. Charlie also mentioned that the roof of the new school will be designed for snow loading. A LSBC member asked about sustainable design measures in the new school. The new school will be designed to meet the Massachusetts Collaborative for High Performance Schools (MA CHPS) standards. MA CHPS is a program that is actively advancing the design and construction of schools known as "high performance, green schools" that reduce the use of energy, water, and other materials. Some of the green features of the project will include high efficiency boilers, high efficiency lighting, low-flow plumbing fixtures, use of materials with recycled content, whole building management controls, with an efficient building envelope system. The roof will also be designed to accommodate photovoltaic panels should the Town/District have an opportunity to add them in the future once the project is complete. Christine DePalma mentioned that a conference call with the MSBA has been confirmed for September 3 to discuss design enrollment. The LSBC also discussed when the project will be presented at Town Meeting and when the Town Vote would occur. The Vote must occur within 120 days of November 20, the anticipated date of the project's scope and budget approval by the MSBA's Board of Directors. Following discussion, it was determined that the Town Meeting and Town Vote would both occur in early January 2014. The dates will be confirmed by the Town Manager.

**2e. Upcoming Meetings**

Loxi Jo Calmes, Mike Mackin, Charles Hay, and Greg Cohan continue to meet with various Committee and Boards in Town. Within the next month, the team will provide project updates to the Planning Board and the Capital Planning Committee. LSBC members will also be attending upcoming school open houses to answer any questions that parents may have about the project (design boards will be on display). The next LSBC meeting will be held on Monday, September 30 at 7:00pm.

**2f. Community Outreach Efforts**

Twitter and Facebook pages have been created for the project. Links to the pages can be found on the project's website. The Facebook page has over 200 followers. The pages will be used to post project updates as well as design plans and images. The project's website also continues to be updated and a Frequently Asked Questions page was recently added. The District is also creating a video that will document existing conditions at the high school.

**2g. Other Business**

There was no other business.

**2h. Public Comment**

There was no public comment.

**3. Adjournment**

The meeting was adjourned at 8:12pm.

*These meeting minutes were prepared by Joslin, Lesser + Associates. Please notify Joslin, Lesser + Associates within 48 hours of receipt of this document regarding any required corrections or clarifications.*