

Lunenburg School Building Committee

Date:	09/30/13
Location:	Lunenburg Town Hall
Time:	7:00 PM
Next Meeting:	10/23/13 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)
✓	Mike Barney	Citizen, LSBC Member	(LSBC)
x	Brian Frank	Citizen, LSBC Member	(LSBC)
✓	Greg S. Roy	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)
x	Damian Liddiard	Project Architect, Tappé Associates	(Tappé)
✓	Greg Cohan	Joslin, Lesser + Associates	(JLA)
✓	Christine DePalma	Joslin, Lesser + Associates	(JLA)
✓	Jeffery Luxenberg	Joslin, Lesser + Associates	(JLA)
x	Ron Simoneau	Shawmut Design & Construction	(SDC)
✓	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 7:00 PM. Mr. Mackin also welcomed new member Greg Roy to the LSBC.

2a. Meeting Minutes

The LSBC reviewed the meeting minutes (distributed by Joslin, Lesser + Associates within the meeting packet) from the prior meeting held on August 28, 2013.

Motion: The LSBC moved to approve the meeting minutes from the August 28, 2013 meeting. The motion passed unanimously.

2b. Monthly Approvals

Joslin Lesser presented the LSBC with the August 2013 Monthly Approvals including copies of Joslin, Lesser + Associates and Tappe Associates August 2013 Invoices.

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

Discussion

2c. Project Update

Michael Mackin provided the LSBC with an update on the project. On October 3, the project's schematic design package is scheduled to be submitted to the MSBA. It is anticipated that the MSBA will vote to approve the project's scope and budget on November 20. The October 3 submission will include schematic design drawings, the project's preliminary construction schedule, the estimates that have been generated by Tappe Associates (PM & C) and Shawmut Design and Construction, the budget, and a summary of how the District will deliver its special educational program in the new school (this information is provided to the Department of Elementary and Secondary Education for its review and approval). Mr. Mackin then asked that Jeff Luxenberg from Joslin Lesser provide the LSBC with an update on the cost estimate and budget development process. Jeff reviewed a copy of a one page Schematic Design Budget Summary file with the LSBC. The summary file was also displayed for viewers watching the meeting at home. The Total Project Budget is \$74,235,771. The maximum anticipated MSBA grant is \$36,238,758. The minimum anticipated local share of the project is \$37,997,012. Mr. Luxenberg also reviewed the project's budget (a form that the MSBA refers to as the Total Project Budget Form 3011) and a comparison of the estimates generated by PM & C and Shawmut Design and Construction. Mr. Luxenberg explained that the consultant team recently reconciled the cost estimates and that the drawings that will be submitted to the MSBA on October 3 will include a number of recommended value engineering items (a copy of the value engineering items was distributed). Mr. Luxenberg also reviewed the anticipated MSBA reimbursement rate with the LSBC. It is anticipated that the MSBA will reimburse the Town of Lunenburg for 58.25% of eligible project costs. Mr. Luxenberg summarized eligible vs. ineligible project costs. The MSBA will confirm the reimbursement rate when the project scope and budget is approved on November 20. All of the files that were reviewed at the meeting are included as attachments to the minutes. Following Mr. Luxenberg's update on the cost estimate data and budget, the LSBC engaged in a discussion about anticipated project costs. A LSBC member inquired if there were any additional opportunities to reduce the cost of construction.

Mr. Luxenberg and the project's architect, Mr. Charlie Hay, responded by noting that project materials could be studied in more detail such as finishes, roofs, and flooring. In addition, the LSBC may want to study potential scope reductions on the building's site (such as less fencing or bleachers on the fields). Mr. Mackin suggested that a Working Group be established to determine if any additional value engineering items could be identified over the next couple of weeks. Superintendent Calmes invited Kerry Speidel, Town Manager, to provide the LSBC with some preliminary information about the anticipated cost to homeowners for the project. Ms. Speidel mentioned that she has been discussing the local share of project costs with the Town's Bond Council. Ms. Speidel noted that it is anticipated that the Town will need to complete two borrowings for the project. The interest rate on these borrowings is considered to be conservative (in the range of 4% and 4.5%). If the Town decides to move forward with a 20 year borrowing, it is anticipated that it will cost \$650 a year in additional taxes per home. If the Town decides to move forward with a 30 year borrowing, it is anticipated that it will cost \$525 a year in additional taxes per home. The Town will continue to work with Bond Council to coordinate on this topic and will provide a summary of facts for the LSBC and general public to review and access.

Motion: The LSBC moved to establish a Working Group. The members will include: Dave Matthews, Michael Mackin, Lochi Jo Calmes, Mark Erickson, and Greg Roy. The Working Group will be assisted by Brian Spadafino and Tim Santry. In addition, Joslin Lesser, Tappe Associates, and Shawmut Design and Construction will serve as its advisors.

Motion: The LSBC made a motion to approve Schematic Design for the Lunenburg Middle/High School project and to authorize Joslin, Lesser + Associates to submit it to the Massachusetts School Building Authority on October 3, 2013. The motion passed unanimously.

Discussion

2e. Upcoming Meetings

Loxi Jo Calmes, Mike Mackin, Charles Hay, and Greg Cohan continue to meet with various Committee and Boards in Town. The team will provide an update to the Finance Committee on October 10 at 7pm. The Working Group will meet next on October 10 at 5pm. Dave Matthews suggested that members of the LSBC meet with the Eagle House Senior Center. Colleen Shapiro suggested that this meeting take place on October 9. Michael Mackin will coordinate and confirm the best time for the meeting. The next LSBC meeting is tentatively scheduled for Wednesday, October 23 at 7:00pm. The District will determine the best dates for public forums and will work with Joslin Lesser to schedule.

2f. Community Outreach Efforts

The project's website, Twitter, and Facebook pages continue to be updated with project information. The project team will be recording a project update with Lunenburg's Public Access Cable Channel. This video will be posted on the project's website and social media sites as soon as it is available. Please also refer to the Upcoming Meetings section of the minutes above for community meetings that are or will be scheduled.

2g. Other Business

There was no other business.

2h. Public Comment

Dave Rodgers, a resident of the Town of Lunenburg, provided several comments to the LSBC including:

- Why doesn't the construction manager pay for testing that is required on the project? Jeff Luxenberg explained that independent testing is required on some items such as window, concrete, steel, and soil testing.
- Is the proposed contingency summarized tonight adequate for the project seeing that as time moves forward construction costs increase? Jeff Luxenberg mentioned that the project's contingencies are standard and adequate for the project. He also mentioned that the team included escalation to the September 2014 within the project's total budget.
- It would be helpful if all of the cost information presented at tonight's meeting could be summarized in a simplified way so that it is easy to understand and accessible to all.

3. Adjournment

The meeting was adjourned at 9:02pm.

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.