

Lunenburg School Building Committee

Date:	10/23/13
Location:	Thomas C. Passios Building, Room 13
Time:	7:00 PM
Next Meeting:	10/30/13 5:30 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)
✓	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)
x	Charles Hay	Principal-in-Charge, Tappé Associates	(Tappé)
x	Cesar Dedios	Senior Associate, Tappé Associates	(Tappé)
✓	Damian Liddiard	Project Architect, Tappé Associates	(Tappé)
✓	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)
✓	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 7:04 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 September 30, 2013.

Motion: The LSBC moved to approve the meeting minutes from the September 30, 2013 meeting. The motion passed unanimously.

2b. Monthly Approvals

Joslin Lesser presented the LSBC with the September 2013 Monthly Approvals including copies of Joslin, Lesser + Associates, Tappe Associates, and Shawmut Design and Construction Invoices.

Motion: The LSBC moved to approve the September 2013 invoices for Joslin, Lesser + Associates and Tappe Associates and the August 2013/September 2013 invoice for Shawmut Design and Construction. The motion passed unanimously.

Discussion

2c. Total Project Budget Working Group Update

Mr. Mackin provided the LSBC with an update on the October 10 Total Project Budget Working Group meeting. The purpose of the meeting was to review Lunenburg Middle/High School project schematic design cost estimate to determine if any additional value management items could be identified by the project team. Mr. Mackin noted that some additional value management items were identified and that the cost estimates are currently being updated and will be reviewed by the Total Project Budget Working Group at its next meeting on October 24. LSBC members discussed convening the School Building Committee for a meeting on October 30. The purpose of the meeting will be to review the updated estimates and total project budget.

2d. Project Update

Mr. Cohan provided the LSBC with some recent updates from the MSBA. The MSBA has confirmed that the District's base reimbursement rate has been updated based on 2013 Department of Revenue data to 52.89%, a decrease of .64% of the Feasibility Study's reimbursement rate (53.53%). The MSBA has also confirmed that the District may be eligible for up to 1.5% incentive points for Overlay Zoning (smart growth development). The MSBA has requested some additional information from the District to review and analyze before determining eligibility for these incentive points. It is anticipated that the MSBA will share its formal comments on the project's schematic design submittal next week. The project team will respond to the comments accordingly. JLA anticipates that the MSBA will confirm the date and time for a meeting to discuss the project's scope and budget. At this meeting, the MSBA will review the total project budget with the District. The objective of the meeting is for the MSBA and the District to agree on the budget in advance of the November 20 MSBA Board of Directors meeting. Mr. Cohan also mentioned that JLA will be sending the LSBC a letter requesting fee approval for OPM services during the Local Approvals phase (the phase we are currently in). He also mentioned that the proposed fee for services has been accounted for in the total project budget that the School Building Committee has reviewed. Mr. Mackin noted that he will be following up with local farm community members who have expressed interest in discussing the Greenhouse program and design.

2e. Upcoming Meetings

- MSBA Total Project Budget Meeting (to be confirmed by the MSBA)

- MSBA Board of Directors Meeting (Project Scope and Budget)
Wednesday, November 20 at 10:00am at the MSBA

- Next LSBC Meeting
Wednesday, October 30 at 5:30pm (Lunenburg High School, Room 221)

- November LSBC Meeting
Thursday, November 21 at 7:00pm (Town Hall)

- Coffee Break with the School Building Committee
Saturday, November 16 from 10:00am-2:00pm at the Lunenburg Public Library (George Wallace Community Room)

- Public Forums
Wednesday, October 30, 2013 at 7:00pm at Lunenburg High School (Auditorium)
Thursday, December 5, 2013 at 3:00pm at Lunenburg High School (Cafeteria)
Thursday, December 5, 2013 at 7:00pm at Lunenburg High School (Auditorium)

Discussion

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 (likely in November). The LSBC provided JLA with comments on a brochure that was created for the project. JLA will review the comments and work with Mr. Mackin and Superintendent Calmes to finalize the brochure. It is anticipated that the brochure will be available in November. JLA will also develop a Project Fact Sheet that can be distributed at the October 30 public forum. High school students will be leading tours of the facility a half hour before each of the public forums. LSBC members are beginning to host gatherings at their homes with community members, providing them with an opportunity to learn more about the project. Tappe will print some additional design boards for the LSBC to display at the Public Library. 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

There was no public comment.

3. Adjournment

The meeting was adjourned at 8:23pm.

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.