

Lunenburg School Building Committee

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| Date: | 02/12/14 |
| Location: | Thomas C. Passios Building, Room 13 |
| Time: | 6:30 PM |
| Next Meeting: | 3/12/14 6:30 PM |



| Name | | 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) |
| ✓ | Brian Frank | Citizen, LSBC Member (LSBC) |
| ✓ | Greg S. Roy | Citizen, LSBC Member (LSBC) |
| x | 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) |
| x | 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

The meeting was called to order at 6:35 PM by Mr. Mackin, Chairperson for the Lunenburg School Building Committee.

2 Project Commitments and Invoices

Joslin Lesser presented commitments/contract amendments for Tappe Associates for review and approval . The amendments were for Site Survey, Hazardous Waste, and Geotechnical Services commencing from the design development phase through project closeout. The proposed amendment fees for these services were consistent with the project's total budget and MSBA Form 3011. All three (3) amendments were unanimously approved.

Joslin Lesser + Associates (JLA) presented monthly progress invoices for work completed for through January 2014 for Joslin, Lesser + Associates (OPM), Tappe Associates (Designer) and Shawmut Design and Construction (Preconstruction services). All invoices were unanimously approved.

3 Design Development Update

Charlie Hay from Tappe Associates provided the LSBC with an update on the design development phase. Mr. Hay mentioned that a series of design development workshops and meetings have been set up over the next few weeks. These meetings will engage district faculty, staff, and administrators in the design process for Technology, Building Systems, Site Layout, and a design review session will take place with regulatory officials from the Town of Lunenburg.

Discussion

4 Upcoming Working Sessions/Meetings

Joslin Lesser reviewed the list of upcoming meetings as distributed in the meeting packet. Joslin Lesser confirmed a call in number will be available for these meeting sessions for anyone who wishes to participate from a remote location.

5 Community Outreach Efforts

Joslin Lesser informed the LSBC that a brief meeting was scheduled by Mr. Mackin with a project abutter, Mr. Nicholas Edmund of Oak Avenue. The meeting was held just prior to the LSBC meeting. Mr. Mackin briefed Mr. Edmunds on the project scope, time frame, and expectations. Mr. Edmunds requested to be kept in touch with any landscaping plans and requested at least a six (6') foot fence be installed at the rear of his property. Mr. Mackin confirmed this request would be discussed at the forthcoming landscaping meeting with Tappe and the project's landscape architect. Greg Cohan confirmed meeting minutes from this meeting would also be distributed to Mr. Edmund via email.

6 Other Business

The LSBC was briefed on the letter recently received from the MSBA concerning the minor building design modifications made to accommodate the Town/District's goals. The project team provided the MSBA with a response to the letter on February 14, 2014.

Joslin Lesser confirmed to the LSBC members that meeting minutes from the August School Committee/School Building Committee meeting in addition to minutes from the October and December 2013 public forums would be provided for record purposes as requested by the Town Clerk. The minutes will be available for review and approval by the LSBC at its next meeting.

7 Public Comment

There was no public comment.

8 Adjournment

The meeting was adjourned at 8:05 pm.

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.