**Carver Elementary School Building Committee**

**October 1, 2015 - 7:00 P.M.**

**Minutes of Meeting**

**CARVER TOWN HALL – SELECTMEN’S CHAMBERS**

**Members Present:** Mike Milanoski, Dan Ryan, Liz Sorrell, John Cotter, Dave Siedentopf, Sarah Stearns, Peter Gray, James O’Brien, Richard Ward, Heather Sepulveda, Ruby Maestas.

**HMFH Present:** Matt LaRue.

**PMA Present:** Chad Crittenden, Chris Carroll, Walter Hartley.

**Others Present:** Barry Struski, Scott Knief, Gina Hanlon-Cavicchi, Kathy Gallerini

**Members Absent:** Jon Delli Priscoli

1. **Chair Dick Ward** Called the meeting to order at 7:01 pm.

He then led the committee in the Pledge. He then asked the committee for a moment of silence for the recent tragedy in Oregon.

He thanked the committee for being at this meeting with the rescheduling.

1. **9/10/15 Meeting Minutes**

Discussion of meeting minutes of 9/10/15.

**Motion made by Dan Ryan and second by John Cotter to approve minutes.**

Chad spoke of the VE chart that was handed out. Clarification that this chart goes hand in hand with minutes,

**Motion made by Dan Ryan second by James O’Brien to add the Value Engineering Chart to the 9/10/15 minutes.**

John asked if there was another meeting of the subcommittee. Mike Milanoski replied that there was not a committee meeting but PMA, Matt LaRue, Dave, Ruby, and Liz met on 9/16/15 to further revise the VE chart based on comments and concerns from the joint meeting with the Board of Selectmen on 9/15/15.

John Cotter would like a list that specifies changes made to VE list. Chad Crittenden said he would send him the electronic file on Friday.

**Unanimous vote by committee to accept minutes with the value engineering list**.

1. **Overview of Meeting Agenda.** Dick Ward gave a brief overview of the meeting agenda for this evening.
2. **CPA Meeting Update**

Mike Milanoski spoke about a meeting he recently had with CPA. He noted that CPA continues to be in favor of going forward with recommendation of using CPA funds to pay for a considerable amount of recreation components of this project. An updated site plan and budget was submitted to them. The committee took a “straw” vote to move forward to support the project with the budget that was submitted. They do want to look into reducing the cost. They will need to have a public hearing and take a vote. This hearing should be sometime the middle of this month with a vote by the end of the month. A sub-committee will be set up. The sub-committee will be the Town Administrator and the elementary principal from the CESBC and representatives from the Finance and Recreation Committees. Final details regarding financing will be worked out over time.

John Cotter asked if this all gets approved, then can taxpayers just show up to use these spaces. Liz replied that during the day, it is considered to be part of the school physical education and recess programs. After school hours, weekends, vacations and all summer it would be available to public. This is the same protocol as the use of the CPA funded tennis courts and basketball court at the Middle High School.

1. **Key Dates**

Mike spoke about December 1st for Special Town meeting. Ballot vote will be December 12th. He is optimistic that we will have final figures from MSBA in time to have a ballot vote on December 12th. He will recommend this to Board of Selectmen next week. This is contingent on November 18th MSBA board meeting.

Andrew asked if December 12th didn’t happen, when would it happen? December 19th, Mike replied.

John Cotter asked if verbiage will include a figure. Mike replied yes, we will have a number from MSBA to include in the ballot question.

1. **PMA Schedule Update**

Schematic Design Submission went to MSBA on October 1(this morning); pending a vote from this committee tonight.

Mass Historical reply was received and this project will not impact any archeological dig site.

Budget form was submitted to MSBA two weeks ago. They are reviewing that and looking for a little bit more detail. PMA is refining that for them.

Budget meeting with MSBA will take place within the next two weeks.

November 18th Carver attends MSBA board meeting.

At this time in the project, we are right on track; no major deviations from the schedule.

Mr. Ward thanked PMA and HMFH for all of their hard work and dedication.

James O’Brien asked about any further contact with Chance Court residents. Mike spoke with their representative and told them that $25,000 (Board of Selectmen voted to increase this) is in the budget.

John Cotter asked if he could have a copy of the final detailed budget before his Fin Com meeting next week. Chad will email the latest one with the most detail in it.

1. **Public Comment Period**

Barry Struski thanked the committee for all of the hard work they have put in to this project. He noted that the transparency is fantastic.

Gina Hanlon Cavicchi thanked the committee as well.

Scott Knief agreed with Barry and Gina.

Mr. Ward commended the committee for staying until after midnight at the last meeting and getting everything done that was needed.

Liz Sorrell added that we have spent over 35 hours in meetings since June 3, 2014.

1. **Schematic Design Presentation (HMFH)**

Matt LaRue spoke about the submission that was sent to MSBA. The submission will explain the project in great detail. MSBA staff will take the next few weeks to go over it. They will then come back with comments and questions. Then it will go to higher ups for their approval.

Four parts to the submission:

1. Cost estimates and Project Budget, Value Engineering list. (submitted two weeks ago)
2. Small document report that goes to DESE. This describes the special education components of the project.
3. Schematic Design Binder. Space summary tables, geotechnical reports, visuals that have been created, narratives from consultants.
4. Drawings and specifications of project.

All documents for the Schematic Design submittal were presented to the Carver Elementary School Building Committee and available for review by the public. Copies will be available electronically and in hard copy in Town Hall.

**Vote** to Approve Submission.

**Dan Ryan made the following motion: “The Carver School Building Committee moves to approve the submission of the Carver Elementary School Building Project Schematic Design and related submittals to the MSBA for consideration.”**

**James O’Brien seconded the motion.**

Discussion:

James asked about reimbursement rate. 59.47% is a safe number. It most likely will not go down.

There was a brief discussion about ineligible/eligible costs.

Mike added that we pulled out the storage shed from the last revision. Discussions with MSBA about MPR have gone well; they are not concerned about this being ineligible. Cost per square foot cap ($299); right now, $353/square foot. Vinyl asbestos tile in current building; this abatement will not be reimbursed. Construction contingency: 5%, they are carrying. MSBA says it will be capped at 1%. They will only reimburse 1%. Septic and well costs are ineligible.

John Cotter asked if he could get a copy of the submission. Matt said that they have hard copies as well as PDFs.

Sarah commended PMA and HMFH for all of their hard work and for keeping us on track.

Mike spoke about soft cost contingency going up to 4 ½%.

Dick asked when will be going out to bid? Chad replied that they would like bid packages to go out in August.

 Chairman Dick Ward asked for a vote:

**Unanimous vote by committee to approve submission to MSBA**.

1. **New Business**

Mr. Ward spoke about the Outreach subcommittee. They will need to meet soon. There is a meeting at South Meadow Village on October 21. Outreach Committee will meet on Tuesday, October 13, 2015 at 7:00 pm at MLLC.

A presentation will be put together by PMA to go forward with outreach.

Outreach sub-committee: Liz, Ruby, Dick, James, Heather, Sarah, Michael and Scott.

Next Building Committee Meeting: November 2, 2015 at 7:00 pm at Town Hall.

Outreach plan will be sent out to committee members by PMA.

John Cotter asked about a finance sub-committee. Mike will be getting in touch with people to work on this. John wants to make sure all of the financial information is shared with this sub-committee.

Richard Ward asked if PMA and HMFH will be with us through these meetings. PMA will be there. HMFH might scale back a bit because their contract was to complete Schematic Design. Mike spoke about asking Capital Outlay for funding to keep momentum going for the project by keeping both PMA and HMFH.

**Motion made by John Cotter to adjourn meeting at 8:05 pm.**

**Second by John Cotter.**

**Unanimous vote.**

Respectfully submitted,

Kelly Yenulevich

Building Committee Recording Secretary