**Carver Elementary School Building Committee Agenda**

**Monday, July 7, 2014**

**7:00 P.M.**

**Carver Elementary School IMC**

1. **Members Present:** Elizabeth Sorrell, Peter Gray, John Cotter, Dave Siedentopf, Sarah Stearns, Ruby Maestas, John Delli Priscoli, James O’Brien, Dan Ryan, Dave Siedentopf, Heather Sepulveda.
2. **Members Absent:** Barry Struski, Mike Milanoski.
3. **Others Present:** Andrew Soliwoda, Steve Pratt.
4. **Vice Chairperson, Sarah Stearns.**

Sarah called the meeting to order at 7 pm. She thanked members of public for being present. She gave a review of protocol for comments and questions from the general public.

1. **Minutes of 6/23/14 Meeting**

Discussion of minutes of 6/23/14 meeting.

Motion to move minutes made by Dan Ryan. Seconded by John Cotter.

Change item III to include, “the meeting was initially called to order at 6:30 pm in the parking lot of the Carver Elementary School to tour the buildings. The meeting then reconvened at 7:34 pm in the library of the Carver Middle High School.”

Dan Ryan approved with amendments noted. Seconded by Sarah Stearns. Heather Sepulveda abstained. Unanimous.

1. **Overview of Meeting Agenda**

Sarah Stearns gave an overview of the meeting agenda.

Sarah introduced Peter Gray, Carver Public School’s newly hired Assistant Superintendent for Finance and Administration. He spoke briefly about his past experiences including school building projects. He was welcomed by the committee.

1. **Communications Report**

**Heather Sepulveda**

1. Next Fact Sheet Topics. She was thinking about waiting until after the July 30 meeting with MSBA to come up with the next fact sheet. James discussed putting answers to questions on the next fact sheet. When should the next fact sheet go out? The committee thinks the beginning of the school year would be the best time. Ruby asked if anyone had received comments about the video that was shown at Town Meeting. It was viewed by quite a number of people. It was an eye opener for a lot of residents. Richard Ward received a couple of shocked responses. Sarah showed it to a relative from out of town and she was quite shocked at the school where her niece attends. Facebook was a great resource to have the video shown on. Liz will talk to CCAT about showing it on cable. Real numbers for the cost will not be available for some time. Sarah mentioned that residents have asked when they will need to vote. James thinks the committee should make a mission statement. The committee agreed with James’ idea. James will work on creating the mission statement and bring it back to the next meeting. Every member of the committee was asked to bring a sentence or two for a mission statement for next meeting.
2. **Feasibility Study Agreement**
3. Liz gave an overview of MSBA’s Required Deliverables. Committee members had copies of this. Liz noted that the most important one is 3.4. The Building Committee will need to obtain a construction attorney; this is not provided by MSBA. Two finalists’ information were distributed to members. Attorney fees are always excluded from MSBA reimbursement.
4. Dan Ryan made a motion to approve Certification of Legal Counsel for the Town of Carver. Seconded by John Cotter. Liz briefly discussed the process. John asked about green grant that was received for $56,000. Liz described how it was used. John Delli Priscoli noted that energy codes are changing. He is looking for a list of items that are reimbursable. In the binder under Module III, is where this information can be found. In Module III, there is specific information.

Discussion/Possible Vote on Draft. Exhibit C was then briefly discussed. Sarah asked when the final number for enrollment would be given to us. Liz replied that this will take place during the feasibility study. John Delli Priscoli made a motion to approve. Sarah seconded. Unanimously approved.

We can use the RFP that was used before for the OPM and Counsel. Peter, James, Dave and Dan will be on committee for OPM. This can’t go out until after the July 30 meeting.

Liz discussed the MSBA’s OPM Selection Summary and Scope of Services. This has to be done for MSBA. A schedule of MSBA meetings will be sent out to committee members. Liz reviewed Attachment A (Documentation required for MSBA approval process). This will need to be submitted to MSBA. This requires a great deal of work. Who does the interviewing? The committee members feel that the entire committee should be present at the interviews.

Mr. Ward reviewed upcoming dates: Pipeline July 30 and Committee will then work on OPM. We are not in the pipeline yet. We are now in eligibility stage. MSBA will come to one of our meetings for a “kick off” meeting. John Delli Priscoli noted that getting OPM on board is necessary. Sarah asked how many applied for OPM last time. Liz replied that there were 11.

There will be an OPM Procurement Meeting (before 7/21 meeting). Engineering study was discussed.

Richard Ward inquired about when we have to decide on the site? We can wait until we have an OPM. Liz doesn’t know if MSBA will reimburse us for the four different sites. An engineer can come in and use all of the information that we have from previous years.

We need an interpretation of data that we have already paid for.

Heather asked about how we find an engineer to perform this study. Liz feels a site study could be completed by September.

Motion to draft RFP for scope of services for an engineering site study selection made by Richard Ward. Reason for this expeditious motion, we want to expedite this selection to move this project forward for the public. Seconded by John Delli Priscoli. Committee voted unanimously.

1. Review of Town Administrator’s Plan

Discussion. Continue to next meeting.

1. **Site Selection Discussion-Sarah Stearns**
2. Review Questions to be answered.
3. Police and Fire Chiefs could be invited to meeting to answer some questions (possibility of August 4).
4. Sarah suggested inviting Principal of CMHS to a meeting to help answer some safety concerns from parents. (possibility of August 4th)
5. Retired Superintendent of Rockland Schools John W. Rogers will be at the meeting on August 4th.
6. James, what is our focus of 7/21 meeting? Final draft of Feasibility will be available, Liz replied. Questions will be answered. Mission statement. Engineering Study. Address discussion of Mike’s letter. Ruby Maestas suggested having Gary Maestas attend a meeting to discuss how building a new school on the current school site takes place. He will be invited at a later date.
7. **Upcoming Dates and Reminders** Sarah Stearns

Proposed Dates

July 21 7 pm, CES

**July 30 MSBA Board of Directors Meeting – 9 am – 12 noon. Committee members are invited to attend. Please let Chairman Struski know if you plan on attending this meeting.**

August 4

August 18

1. Comments and Questions from the Public

Steve Pratt, Town Building Study Committee. Mr. Pratt had a few questions regarding the Nuclear Power Plant. Distance to power plant: 9.7 miles for MHS, 10.8 miles for CES. Is there an evacuation plan for this elementary school? Dave Siedentopf discussed the plan and how FEMA uses this site for training, storage, etc.

2). King Scott study. Why is it not on website? 146 pages are missing...Liz replied that it is under the Statement of Interest. Liz noted that she will have the website updated.

Mr. Pratt asked why the minutes and agenda of the Building Committee are not on the website. Liz replied that they will be put up.

Mr. Pratt also would like the Building Committee Members to be posted on website.

Option B3 Schematic Design..45.1 million? He would like a copy of letter that this was the basis for reimbursement. Liz clarified this for him.

What is basis amount?

Liz replied discussed how MSBA’s regulations have been changed since last time.

We will not have a cost until we go through feasibility and schematic.

Liz reiterated that we will do what the process now requires.

Sarah thanked the public for attending.

**Motion to adjourn meeting at 8:40 pm made by John Cotter. Seconded by Dan Ryan.**

**Unanimous vote.**

Respectfully submitted

Kelly Yenulevich

Recording Secretary

Carver School Building Committee