**Carver Elementary School Building Committee**

**Minutes of Meeting**

**Wednesday, September 14, 2016**

**7:00 P.M.**

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

**Approved 10/24/16**

Members Present: Andrew Soliwoda, Scott Knief, Richard Ward, Dave Siedentopf, Sarah Stearns, Jon Delli Priscoli, John Cotter, Ruby Maestas, Michael Milanoski, James O’Brien, Heather Sepulveda, Dan Ryan.

Members Absent:

PMA Present: Walter Hartley, Chad Crittenden.

HMFH Present: Matt LaRue. Devin Canton.

Others Present: None.

1. **Chair Dick Ward** called the meeting to order at 7:08 pm. He then led the committee in the Pledge of Allegiance. Mr. Ward spoke briefly about the meeting that took place at 6 pm regarding the Groundbreaking Ceremony scheduled for 10/14/16.
2. **7-11-16 Meeting Minutes**
	1. Discussion of minutes. Motion made by John Cotter to approve minutes. Second by Dan Ryan. Unanimously approved to accept the minutes.
3. **Overview of Meeting Agenda**
	1. Dick Ward gave a brief overview of the agenda for this evening.
4. **Design Program Updates (HMFH & PMA)**
	1. Update on Water Treatment Approvals. Matt noted there will be an interim water supply for the two buildings during construction. The application for both systems was submitted to DEP about a month ago. They prioritized the application. There is an approval letter ready to be sent out. The next step is to review the permanent water system design. Waiting on approval of this. Mike noted that this temporary system is an additional add on (third party) from DEP. John Cotter asked if there are any additional costs for this. Chad noted a $50,000 contingency. Mike added that water is safe to drink at CES.
	2. Entrance Sign Design and Feedback. Slides were shown that pointed out the location of the sign. The sign will be perpendicular to Main Street. James asked if this was a solid sign or a message board. This is a solid sign. The message board can be added at a later time. The sign will be precast concrete material. This material is durable and able to withstand weather conditions. Dimensions 8’ long 4’6” tall. Scott noted that the sign at CMHS was changed to an LED message board and they were able to use the original base. Mike noted that upgrading this sign could be readdressed at a later time. Matt feels this wouldn’t be a big change. Mr. Jon Delli Priscoli noted the sign is very classy looking. He suggested the message board at the exit. James agrees with Jon. Chad noted that there is a conduit already at the exit.
	3. A video (design tool) was shown to the committee to get a better perspective of what the inside of the building looks like.
	4. Exterior Discussion of Refined Masonry Patterns and Accent colors. This will be discussed at a later date.
5. **Schedule and Cost Review (PMA)**
	1. Update on Filed Sub Bids. Chad discussed the Bid Update Chart that he sent out to committee members. Number two bidders are added on the chart as well. General bids are due on Monday. As of now, no bids have been retracted.
	2. Progress Update & Key Dates. Five days after general contractor executed plan. 10/14 groundbreaking
	3. Next Steps – Receiving GC Bids & Issue NTP

9/19 GC bids

9/26 execution of contract with low bid

1. **New Business**
	1. Groundbreaking Ceremony scheduled for Friday, 10/14/16. Scott discussed the meeting that was held before this meeting regarding the groundbreaking ceremony. He distributed a draft of the program. CES PTO and CMHS Culinary department will be providing refreshments. Goal was to incorporate the entire community into this event. Members should review the list of invitees and let Scott know if there is someone else that should be invited. Flyers will be distributed throughout the community as well. Jon suggested inviting all former selectmen. Scott noted that 2006 was the cut off for invitees. Jon noted that he has a brick engraving machine if we would like to use that. Dan asked about representation from the local business community. Some should be invited he feels. Notify Scott if there is someone you feel should be invited by Friday, 9/23/16. Scott asked for input regarding the program. Ruby added that students will have artwork that will be prepared for this event. Flyers will be distributed to local daycares and preschools. Mr. Ward encourages everyone to come to the Groundbreaking Ceremony.
	2. Next Meeting: 10/24/16 at 7 pm at Carver Town Hall.
	3. Citizen Participation – none.
2. Motion made by John Cotter to adjourn meeting at 8:45 pm. Second by Dan Ryan. Unanimous vote.

Respectfully submitted,

Kelly Yenulevich

Recording Secretary