**Carver Elementary School Building Committee**

**February 29, 2016**

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

**Minutes of Meeting – Approved 3/21/16**

Members Present: Scott Knief, Dan Ryan, Andrew Soliwoda, Ruby Maestas, Richard Ward, John Cotter, Mike Milanoski, James O’Brien, Heather Sepulveda.

Members Absent: Dave Siedentopf, Sarah Stearns, Jon Delli Priscoli, Peter Gray.

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

HMFH Present: Devin Canton, Matt LaRue.

Others Present: Kerry Agashe.

1. **Chair Dick Ward** called the meeting to order at 7:02 pm.

He then led the committee in the Pledge to the Flag.

Mr. Ward welcomed Mr. Knief as the new Carver Public Schools’ Superintendent. Mr. Ward thanked Liz Sorrell for all of her hard work over the past ten years.

1. **01-25-16 Meeting Minutes**

Discussion by the committee.

Motion made by Dan Ryan to approve the minutes. John Cotter seconded the motion. Unanimous vote by the committee; James O’Brien abstained.

1. Mr. Ward gave an overview of the agenda for the evening.
2. **Project Updates** 
   1. MSBA Updates.

Project Transition Meeting was held January 21, 2016. Contract amendments are in place. Schedule was reviewed. Pro pay is used for payments. It was a very productive meeting.

Design Review Meeting was held recently. Opportunity for architects to meet with MSBA regarding design. Feedback was very favorable. No concerns from MSBA noted. On track for March 11 submission.

Education Program Commendation. Carver was asked to provide permission for MSBA to use Carver’s Educational Plan on their website. Scott Knief thanked Meredith Cargill, Liz Sorrell, Ruby Maestas, Kerry Agashe, Paula Foley, Karen Teichert, Jen Kelley, Michelle Taylor, Teri Sexton, Janis Bennett, Michelle Lombardi, Cheryl Burr, Kerry Champignie and Deb Gesualdo for their hard work.

* 1. Design Development Drawing Set. Matt showed the committee a slide show of the Design Update. It is a good look back to where we started compared to where we are now. The design work plan is a scheduling tool that is used. Team management chart is used to assign responsibilities. Landscape design slide was briefly discussed. Drinking water well was tested and approved, this was discussed briefly. Floor plans are still being developed. Close ups of individual spaces in the building. Slide of typical classrooms; pointing out storage areas. Music and art room slides were shown. Book collection area as well. Small group rooms.

Outside design of building was then discussed.

Zinc roof and wall panels. Examples of how those materials are used. Overall elevations of the building. Recap of the security system.

Dan Ryan asked if we should get public feedback on the exterior of the building. Should we find a way to get something out to the public? Matt replied that they have had public forums in the past. Mike Milanoski added that there isn’t much flexibility in change at this point. Dan is concerned that not a lot of time was spent on discussing the exterior. He feels the inside is fine but feels it would be well worth it to get public input on the exterior. Mike noted the schedule that this committee is on. Dan feels not enough time has been spent on this.

Matt gave an overview of the different elevations in the building. Zinc is a natural material and is long lasting. Material samples will be brought to a future meeting. James asked if zinc could be painted; no, it cannot. Dan feels that the large zinc area is going to stand out. Has this been shown to the teachers? Ruby replied that slides have been shown to staff. Ruby asked about size of canopy. Matt replied 12 feet wide and about 50 feet long. There are benches under the canopy as well. John asked if we have ability to look at a 3-d model. Scott feels there has been a lot of discussion about the outside of building. Dan just feels that the zinc area on the front is really big and concerned about the way it looks. Matt noted that they are aware of the size and they are designing accordingly including having a mixture of shades. There will be plantings to help soften it as well. Ruby asked if there are any other buildings that have been built with that much zinc. They will find examples of buildings that have used a lot of zinc. Scott noted from the street view, the cafeteria is more visible than the gym. Mike noted that more resources have been spent on the inside of the building not the outside. Materials and structural changes are very limited at this point. Dan would like them to see if they can come up with something within the budget. They will look into it.

* 1. DD Phase Cost Estimates by Devin Canton. He gave an overview of the design process that takes place at their office. He then showed the committee slides of the current design of different areas of the building. Comments are put up in the cloud so that all involved can put comments in.

The first estimate came in a little high. They are going through the value engineering process for some items. At the end of that process, the number was brought down where they are comfortable. Ruby asked about the acoustics in the book collections for value engineering. Hanging clouds are more expensive than using ACT. Clouds are decorative and they affect performance. Any changes to the scope would need to be approved by this committee.

100% Design Documents will be sent to MSBA in a week and a half. Those documents will be given to this committee for review.

Chad noted that the more feedback they receive from this committee the better.

Mike reminded the committee of the aggressive schedule that we have agreed to so this building will be ready by September 2018.

Dan feels we should be meeting more frequently to make decisions. John and Dan feel we should have information before meeting. Ruby suggested even if we have the information on Monday morning for a Monday evening meeting.

Matt feels it is a fair request and will try to get information out to the committee before the meeting.

Reconciled Estimates just came in this afternoon. Two estimators work independently and then they come together. Deviation from MSBA budget is .3%. Estimate of Record to MSBA is $39,483,903.

Mike noted that estimates are clearer at this time.

1. **Schedule**

Chad noted Design Development submission is 3/11/16.

60% May 20, 2016

90% July 1, 2016

100% August 19, 2016

Trying to get foundations in before winter. This will be a cost savings.

Bidding process lasts about 6 weeks.

No other questions on schedule or budget at this time.

Cost Control Committee – Mike sent a letter that cancelled the Cost Control Committee. There were two concerns: $234,000 for extra work for grants that were never approved. This was addressed by the committee. The second issue was that this committee has been presented a project within a budget. His recommendation was that there was no need to have the Cost Control Committee.

John asked about cost of reimbursement of Schematic Design. Have we gotten anything back from Schematic Design? Chad replied that there has been no recapture. MSBA has reimbursed all but excluded $264,000 of the 2014 Schematic. Additional exclusion of well engineering. Mike added that those numbers are included in the Form 3011. He emphasized it goes back into this project.

1. **Public Comment Period**

None.

1. **New Business**

Next meeting will be March 21 at 7:00 pm at Carver Town Hall.

April 6

Well update. Pumping test was completed and was successful. Application to construct will happen next. Easement will be recorded then. The construction on well can then begin.

James suggested having something to present at Town Meeting on April 11 to the public to where this committee is at. PMA and HMFM will put something together. Visuals would be helpful. Ruby suggested having visuals in the lobby.

Ruby asked Matt when they will meet with teachers again. Matt would like to get furniture process started. That should happen during April or May.

Ruby added that this is a learning process for her. Every opportunity for viewing slides and making comments is important. She added that she is happy to be here during this phase.

Richard Ward noted a comment from James O’Brien. He appreciates how everyone is taking part in this process. He commended PMA and HMFH for all of their hard work. It’s been an exciting process.

Scott feels two years will come quick.

Motion made by Dan Ryan to adjourn meeting at 8:42 pm. Second by John Cotter. Unanimous vote by the committee.

Respectfully submitted,

Kelly Yenulevich

Recording Secretary for

School Building Committee