**Carver Elementary School Building Committee**

**May 11, 2016 - 7:00 P.M.**

**Minutes of Meeting**

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

**Approved 5/31/16**

Members Present: Richard Ward, Dan Ryan, Dave Siedentopf, Jon Delli Priscoli, Ruby Maestas, Peter Gray, Andrew Soliwoda, Sarah Stearns, James O’Brien.

Members Absent: Scott Knief, Michael Milanoski, Heather Sepulveda, John Cotter.

PMA Present: Walter Hartley, Chad Crittenden.

HMFH Present: Matt LaRue.

Others Present: Mary Ross, Paula Foley.

1. **Chair Dick Ward** called the meeting to order at 7:00 pm. He then led the committee in the Pledge of Allegiance.
2. **Discussion of 4-25-16 Meeting Minutes.**

Motion made by Dan Ryan to approve minutes of 4/25/16 and seconded by James O’Brien.

Dan Ryan made a motion to correct John to Jon.

Unanimous vote of minutes as amended.

1. Dick Ward gave an overview of Meeting Agenda for this evening.
2. **Project Updates by Chad Crittenden.** 
   1. 60% Cost Estimate Update slide shown to committee. $39.2 million is where we are at right now for estimate of record. About $240,000 below budget as of right now. We are on budget for district share. Matt explained that we are lower because between then and now we had additional hazmat testing done. When testing was complete, verifications were finalized thus reducing cost. Self-performing was discussed. Fence between Court Chance and school was discussed by Richard Ward. A construction fence will be put up right away. The permanent fence (6’ high wooden stockade fence) will be one of the last items to go in. 90% estimate is next on June 23rd. Ruby asked about the GSF change. Chad explained that items have been added. It is fine as long as we do not exceed the 112,278 square footage.
   2. Discussion about the Procurement Strategy. CPA recreational scope will not be bid separately as an add alternate as initially proposed. The work will be captured in the base bid and a “breakout cost” will be requested to accurately capture the costs associated. It will become more of a line item. Unit prices will be utilized to lock in fair values for components as a bid pricing contingency. (i.e., perimeter shelving and corridor tack boards above lockers). Matt feels this is a good way to award a bid and stay on budget.
   3. Carver ConCom Update. A hearing was held on 5/4/16. The order of conditions was granted. They reviewed submission, asked a few questions and they had no concerns.
   4. DEP Update. They are reviewing WS-15 application to construct new well. We expect a response to this in late May or early June.
   5. Plumbing Board Variance Update. A variance was granted to allow installation of one unisex restroom for kitchen staff. Ruby asked if there was a restroom was already in place in the design. Matt replied yes. The variance was granted due to low number of males in the school.
   6. Carver Planning Board review has been scheduled for May 24, 2016.
   7. Traffic Flow was then discussed. Four slides were shown to the committee. One change is to keep the bus route the way it is now. The contractor route will follow through the current entrance and then use the current exit as well, but with time limits. Parent drop off will be in front of GJC building. Detail will be present. Chief Duphily will work with us. Ruby added that there will be two lanes; the lane closest to the building will be for parent drop off. The second lane will be for buses. The detail officer will be present there directing traffic. Ruby feels this solution is great for space and safety reasons. James feels that reminding parents that we offer free bus service would help decrease the traffic. Ruby will notify parents of these changes and about bus service. Pick up times in the afternoon will allow the children riding buses to leave the campus before parents arrive to pick up students. Ruby pointed out the plan for drop off of students in the morning and feels this temporary plan will work great. Staff and deliveries parking slide was shown. We are trying to eliminate the temporary parking (which the cost is about $70,000). The business across the street may be able to accommodate 30 parking spots. This is being worked on.

During the summer of 2018, programs would have to be held at CMHS.

1. **Schedule** 
   1. Next Steps. Chad noted that there are no changes. We are on schedule. 60 % submission to MSBA is 5/20/16. 90% CDs issued 6/7/16. 90% reconciliation, review and VE complete on 6/23/16.
   2. Pre Bid Walk through. Ruby asked if bidders will need to go into building. Chad replied yes they will need to enter; but they could wait until after 3 pm if necessary. Mr. Ward feels Building Committee members should attend this walk through.

Jon asked about walk through. Could we raise questions then about self-performing. Chad feels we should wait until GC has been awarded then bring this up.

1. **Public Comment Period**

None at this time.

1. **New Business**

Next meeting will be Thursday, June 2nd at 7 pm at Carver Town Hall.

Ruby asked Matt about playground meeting with landscape architects. They are waiting to hear back from them. A meeting will be set up asap.

Motion made by Dan Ryan to adjourn meeting at 8:00 pm. Seconded by James O’Brien.

Unanimous vote.

Respectfully submitted,

Kelly Yenulevich

Recording Secretary

Carver School Building Committee