

**Mountview School Building Committee
Meeting Minutes
June 11, 2013**

7PM

HMLD

Present: Chairman Paul Challenger, David White, Gary Kaczmarek, Chris Lucchesi, Erik Githmark, Jacquie Kelly, Anthony Gasbarro, Mike Sherman, Margaret Watson

Others Present: Bill Senecal, LPA, Elizabeth Helder, Recording Secretary

Absent: Mike Pagano, LPA

1. Public Comment

No one from the public was present at the meeting.

2. OPM/Architect Update

Mr. Kaczmarek reported that Design Development Drawings are progressing. A Cost Estimating RFP has been issued and bids will close on Jun 19th at 2PM. He requested that LPA hire a Site Surveyor (Cameron Surveying). The bid came in for \$13,000 (budgeted for \$20,000). LPA will receive 10% of the cost, so it will come in well under budget. Test borings are occurring on site to determine soil conditions. Results are pending. Four test pits were trenched today to provide the DEP with geotechnical information. Mr. Kaczmarek said he does not expect any unusual results from these tests.

Mr. Kaczmarek informed the Committee that the Project Funding Agreement is still not in place. He and OPM Consultant Joel Wolk will meet with the MSBA on 6/13 to meet the new Project Manager and discuss deliverables and the Project Funding Agreement. For unknown reasons, the DESE has not signed off on the Project Funding Agreement. Mr. Kaczmarek reports that he asks the MSBA weekly for an update and is told "it should be arriving soon." This is holding up the Pro-Pay System and the ability to pay LPA. Chairman Challenger wondered if the MSBA even knows what the hold-up is from the DESE. Mr. Kaczmarek said that if he doesn't hear an answer soon, he will call the DESE.

The Treasurer and Collector's office in conjunction with the Town Manager is putting together a funding agreement to go out for borrowing. Mr. Gasbarro reported that the School Committee voted to approve a Bonding Agreement on 6/10/13.

The Design Development Drawings will be due to the MSBA at the end of July. All geotechnical information will be profiled in this filing. Mr. Senecal said that the whole LPA office is working on the drawings. All the Consultants are on board. Graves Engineering has replaced Brassard Engineering as the Civil Engineer Consultant. This change has been approved by the MSBA. All drawings must be completed by July 5th in order to solicit estimates to be ready for filing by July 30th.

Mr. Senecal reported he has been meeting with Mr. Githmark and staff to finalize data sheets. The data sheets determine how classrooms and the building will be designed. LPA will next meet with Town Departments including Fire, Police, and DPW to review the plans to get ready to start the permitting process.

Wetland flagging has commenced. Two wells have been discovered on site for irrigation systems. However, they are dry and will be abandoned and not included in the site plans. A review from the Board of Health will occur to fill in the wells.

A fence currently exists on some of the property to limit driving access to fields. Mr. Senecal asked if the fencing will need to be replaced after the project is completed. No fencing has been provided for the new building. Mr. Kaczmarek said the fence to separate the fields from the school must be removed during construction. Temporary fencing will be erected during construction. Mr. White commented that all decisions for the site must come before the Committee for review/decisions. Some of these fields will remain in use for summer/fall 2013. Mr. Sherman suggested that the fencing might exist for safety reasons to prevent children chasing balls out onto the driveway. Mr. Githmark advocated for the replacement of the fencing at the new school. Traffic patterns will remain the same at the new site. Additionally, the fence delineates who owns what: the Town owns/maintains the property inside the fence. Mr. Kaczmarek recommended that LPA bring site drawings to the next meeting so the Committee can weigh-in on final fencing for the finished school.

Mr. Lucchesi suggested installing wooden fencing as a deterrent. He asked about removal of the mature maple trees that line the driveway. He asked if there were any opportunities to move/reuse/or sell the trees instead of just cutting them down. Mr. White said some of the trees had received some damage during the 2008 ice storm. However, he did think that moving some of the trees and transplanting them onto the new site might work. Ms. Watson suggested contacting the White Oak Society to seek their opinion.

Mr. Githmark commented that the softball score board that was recently donated by Holden Baseball and should be salvaged, stored and reinstalled after construction.

LPA will also bring drawings of the parking lots and fields to the next meeting.

The Committee discussed the construction of an outbuilding to replace the two outbuildings currently on site. Mr. Senecal said the building has grown in size since its original conception. The group reviewed a proposed design. The building, which will provide for Holden Youth Soccer storage, will now include storage for outdoor equipment including a tractor and snow blower. The building is now 24x24. Mr. Senecal said the MSBA might not pay for this newly enlarged building.

Mr. White said his initial reaction to the newly enlarged building was that it wasn't big enough and suggested the space be 24x34. The custodial area in the new building has been reduced and the staff will need extra storage space. The new building will require different kind of snow blowing equipment to handle the dramatically larger size of the building, sidewalks etc. than currently exists at the school. He suggested that the new equipment would entail a tractor with a snow blower on one end and a spreader for ice melt on the other. This building must be large enough to house this new equipment. There is only one chance to build it right. The building should be heated.

Most of the men on the Committee agreed that "no shed is ever big enough." The shed should be designed to accommodate what the building needs. The shed should also be aesthetically fitting for the neighborhood and placed accordingly on the site. It was agreed that expanding the footprint would be relatively cheap since it is a poured slab. Mr. Sherman said that LPA was seeking permission to design something that will probably not be paid for by the MSBA. This item will be reviewed at the next meeting.

Mr. Senecal reported that the MSBA has selected the Commissioning Agent: Fitzgerald and Tocci. They will become involved at every LPA submission to the MSBA.

Dehumidification will be installed in the classrooms. Air conditioning will be installed in the offices and IT.

Mr. Gasbarro and a group from the District recently toured the recently opened Sherwood Middle School in Shrewsbury. This is a school that LPA designed. Mr. Gasbarro said the design and technology in the school was beautiful and the dehumidification system worked really well. He said FF&E very functional and beautiful. The Blue Line Group, who conducted FF&E at Sherwood, is being considered for the Mountview project.

Mr. White reminded LPA that elimination of islands in the parking lots will make snowplowing a whole lot easier.

Mr. White discussed the building controls. He said that a decision should be made if these controls should share the general server or have its own dedicated server. Additionally, he felt that these controls should have their own PC and come with at least one laptop. The laptop is good for diagnosing in the "field" i.e. roof or classrooms. Software for lighting controls can also be added into the building controls tying it all together. Having all controls in one location makes operating the building easier.

Mr. White opined that all lighting should be LED. Any carpeted areas should be "carpeted tiles". It makes replacing damaged sections of carpet much easier. All carpet should be the same color/texture/pattern throughout the whole building. Plantings should be simple, simple, simple. Landscape fabric should be placed before planting and pea stone should be used instead of bark mulch for easier maintenance. Tree planting should be limited near the school.

Mr. White suggested that the Committee make a proprietary specification to only purchase a Caterpillar generator. He said at this size generator, Caterpillar is the only quality brand to purchase. The Committee can also purchase and install the generator on its own to save money. Mr. Senecal said Mr. Pagano has recommended that the Committee make it a proprietary specification but have the contractor buy this brand and install it.

Motion by Chris Lucchesi, seconded by Mike Sherman, it was **UNANIMOUSLY VOTED TO MAKE A PROPRIETARY SPECIFICATION AND PURCHASE A CATERPILLER MANUFACTURED GENERATOR FOR THE MOUNTVIEW SCHOOL.**

Mr. White asked what the width of the sidewalk at the building will be. He said that the size of the snow blower will probably be 6ft. There is no reason to install a 5ft. sidewalk that the snow blower cannot fit on. It is important to coordinate the size of the sidewalk to the snow blower.

Chairman Challenger asked what the role of the Committee would be for the next 6 months. Mr. Senecal said that this is a quiet period for the Committee. It is an important design period for the Architect and its subcontractors.

Mr. Kaczmarek said that LPA should update the Committee on what is being designed in the rooms to keep them informed. Mr. Challenger said the Committee should go and tour the Sherwood School in Shrewsbury.

Mr. Lucchesi concurred that it is the Committee's responsibility to have a general understanding of how the building and site are being developed in order to answer questions from the general public.

3. New Business

The Committee agreed to meet on June 24th at 7PM. Location: TBD.

Mr. Senecal will check the availability of a tour at the Sherwood School for Tuesday, June 18th at 6PM.

Mr. Kaczmarek reported that he and LPA met with members of the Zottoli family regarding an easement on the back of the property. Results from the site engineering survey will be forwarded to the Zottoli's for review by their site engineer.

Mr. Challenger reported that Kelly Gangi will leave the District at the end of the month. Barry Sclar the "tech guy" will take over management of the website. Any documents for posting should be sent to barry_sclar@wrsd.net.

Ms. Watson reported that about 5 years ago, the District had some trouble with the DESE in regards to the Regional Agreement. She said that a resolution/answer from the DESE was lengthy in attaining without "cutting somebody's arm off." She suggested that the Town/District re-contact the DESE to see what the hold-up is. Mr. Gasbarro and Mr. Kaczmarek will meet on June 12th to contact Ms. Lynch with the DESE.

Mr. Sherman announced that his house had sold and that he would be leaving Holden. This move will unfortunately cause his resignation from the Committee. He thanked everyone on the Committee adding that he enjoyed his time working will all.

4. Adjournment

Motion by Mike Sherman, seconded by Dave White, it was **UNANIMOUSLY VOTED TO ADJOURN THE JUNE 11, 2013 MEETING AT 8:52PM.**

APPROVED: