

**Mountview School Building Committee  
Meeting Minutes  
August 27, 2013**

7PM

HMLD

Present: Vice Chairman David White, Gary Kaczmarek, Chris Lucchesi, Erik Githmark, Jacquie Kelly, Anthony Gasbarro, Margaret Watson

Absent: Chairman Paul Chairman

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

**1. Public Comment**

Michael Miller, an 8<sup>th</sup> grade student from Mountview School, was in attendance in order to earn his Communications Badge from Boy Scout Troop 180.

**2. OPM/Architect Update**

Mr. Kaczmarek reported that he and LPA met with the project's Commissioning Agent on 8/27.

Mr. Kaczmarek reported that LPA had received comments from the MSBA regarding the Design Development (DD) filing on July 31, 2013. The Committee reviewed the comments.

Mr. Pagano said that 90% of the comments were routine. Responses to the comments will be due in 21 days, which is approximately when the 60% construction document completion filing is due to the MSBA in October 2013.

Mr. Pagano said the MSBA commented on an increased variance in the square footage of the project. Some of this increase includes the addition of an outdoor storage facility in the DD which was not included in the Schematic Design (SD). The MSBA has asked the Committee to justify the increase in square footage.

Mr. White commented that the Committee knew that some items during the project would not be considered reimbursable expenses. Mr. Pagano felt that once the MSBA understood that the square footage for the outdoor storage unit had been omitted from the SD in error, the MSBA would approve the additional square footage. Mr. Kaczmarek said that he had spoken to the MSBA and they understood the need for outdoor storage for flammable liquids and outdoor maintenance equipment.

Mr. Kaczmarek reported that he and Mountview Principal Erik Githmark had met to discuss the layout of the Administrative areas.

Discussion was held regarding proprietary items for the project. Mr. Kaczmarek said that the Committee and the District must determine within the next 21 days whether there are any proprietary items they want to have in the building i.e. PC's or Apple products, heating and cooling systems, specific faucets, etc.

Mr. White said the specifications could be written to meet a certain criteria.

Mr. Senecal said that LPA would proceed with the plan to have the Committee purchase the emergency generator at a later date and would consider it as non-proprietary. The Committee voted at its June 11, 2013 meeting to only purchase a generator made by Caterpillar for the project. He said he would confirm with the MSBA that there are no proprietary items included in the specifications.

Mr. Kaczmarek said that he would proceed with the Committee's directive to integrate the outside lighting controls system with the building management system.

Mr. White spoke to integrating handicapped accessibility to the main and front and rear entrances. Both sets of doors should be automatic for easy handicap accessibility. Committee members said that an individual's independence was a sensitive matter and felt that this was an important function to provide. The Committee felt strongly that automatic handicapped accessibility should be available at both the front and back entrances.

Mr. Senecal said he felt that only the front entrance be automatic handicap accessible. All handicapped parking is located in the front of the building. He said that in a lockdown situation, it will be difficult to bypass this type of accessibility at the rear doors as the "fob" will not work after 8:30AM. Every day at 8:30AM all doors will go into lockdown mode. After some discussion, Mr. Senecal said that the problem could be circumvented by adding an additional intercom system at the back entrance for an extra safety measure.

Mechanical consultant has requested another meeting with the Fire Department regarding the fire suppression system. Additionally, Mr. Kaczmarek will include in the mechanical plans an "alarm system" so that when defibrillators are put into use, they will automatically trigger a call to the Fire Department.

The Project Funding Agreement and the Pro Pay system are now integrated and a budget summary report will be generated by Mr. Kaczmarek for Committee review within the next week.

LPA will file the necessary paperwork with the Town to begin the Site Plan Review. Hearings will be scheduled with the Planning Board in September. He said the project meets all zoning requirements. LPA has been consistent in meeting with all town departments and Boards during the design process to ensure that everyone is well informed.

Mr. Senecal reported that Graves Engineering has solved all grading issues and the project will not need to acquire any property from the Zottoli family. All run off has been diverted and will run in the westward direction. A retention pond will be created at the back of the property for this purpose and no water will leave the property. The Committee requested that a fence be installed around the retention pond.

Mr. White requested that LPA send a letter to the Zottoli family to explain the outcome of the site engineering plans.

Mr. Senecal explained that the Commissioning Agent will meet with District staff at 60% document completion in October to review the buildings systems. This is an MSBA requirement.

Mr. Gasbarro inquired about FF&E. Mr. Kaczmarek said the District should start to consider what type of furniture they will need in each room so LPA can begin to work with the FF&E consultant and create a budget. Mr. Githmark said he was interested in the types of furniture he saw in the Sherwood School in Shrewsbury.

Mr. Pagano added that he was more interested in quantities; specifications will come later. Blue Line Design is the FF&E consultant. Blue Line also outfitted the Sherwood School.

Mr. Lucchesi concurred adding that what was important to create a high level generic statement now and fine tune it in three years. Mr. White encouraged options that will increase the "quietness" of the furniture when looking at features (felt based bottoms for tables and chairs are better than nylon). It will help to quiet the entire building.

Mr. Kaczmarek will begin the sub-contractor pre-qualification process after 60% document completion. The MSBA will not participate in this process. The Commissioning Agent and LPA will also participate in this process. All sub-contractors must be pre-qualified before they are allowed to bid on a project.

All feedback provided to the Landscape Architect was included in the Design Development specifications.

Mr. White suggested that the project consider sinking several wells on the property for field irrigation. It will help to reduce the town's dependency on purchasing water to irrigate the fields. He suggested drilling one exploratory well. Mr. Senecal concurred adding that it would be better to do this sooner rather than later.

Mr. Kaczmarek said he will seek cost estimates. The farther down you drill, the more it costs. Mr. Kaczmarek will report back on these efforts at the next meeting scheduled for September 10<sup>th</sup>.

### **3. Adjournment**

Motion by Chris Lucchesi, seconded by Anthony Gasbarro, it was **UNANIMOUSLY VOTED TO ADJOURN THE AUGUST 27, 2013 MEETING AT 8:09PM.**

**APPROVED:**