

**Mountview School Building Committee
Meeting Minutes
September 24, 2013**

7PM

HMLD

Present: Chairman Paul Challenger, David White, Gary Kaczmarek, Chris Lucchesi (arrived 7:30PM), Erik Githmark, Jacquie Kelly, Margaret Watson

Absent: Anthony Gasbarro, Mike Pagano

Others Present: Bill Senecal, LPA, Darrel McCall, WRSD, Elizabeth Helder, Recording Secretary

1. Public Comment

No one from the public was in attendance at the meeting.

2. OPM/Architect Update

Chairman Challenger said that in Mr. Gasbarro's absence, Darrel McCall from the District offices was in attendance.

The Committee signed invoices.

Mr. Kaczmarek passed out a Budget and Cost Report dated August 30, 2013. The Committee reviewed the report. To date, the project is under budget by \$800,000. Chairman Challenger asked Mr. Kaczmarek to change the formula to reflect that the project is under budget without having the amount in parenthesis. In the accounting world, money displayed in this manner means a deficit.

Mr. Kaczmarek presented several quotes for drilling a well for irrigation purposes at the property. The quote is for a 6 inch, 600 foot well to be drilled in the vicinity of the baseball field. The quotes ranged from \$7,020 to \$8,900. Town water is currently purchased to irrigate the fields.

Mr. White felt this was a good investment for the project. The highest cost to purchase water is during the summer months when the need to irrigate these fields is also the highest. This is not an item that can be added on at the end of the project. The irrigation system must be designed to include electrical and plumbing as the project is being built.

The Chairman asked what the total cost to install an irrigation system would be. Mr. Kaczmarek estimated that it would cost \$25K-\$30K to irrigate the 10+ acres. This price would not include the cost to drill the well(s). The Chairman concurred with Mr. White's comments, adding that the fields use are in heavy rotation and require a great deal of water to remain healthy.

Motion by David White, seconded by Margaret Watson, it was **UNANIMOUSLY VOTED TO AUTHORIZE MR. KACZMAREK TO NEGOTIATE A CONTRACT FOR IRRIGATION WELL DRILLING PURPOSES UNDER \$10,000.**

The Committee reviewed the document Procuring Building Construction under MGL c.149. Any general contractors or subcontractors that want to bid on the project must be prequalified by the Committee. This could be up to 80 different contractors. A prequalification subcommittee must be established that includes a representative from the design firm, Mr. Kaczmarek as the OPM, and two additional members. An RFQ will be written to include evaluation criteria, information requirements, and a point rating system specified in MGL c.149. Mr. Kaczmarek said that he wanted to start this process immediately after 60% completion is filed with the State at the end of October. The RFQ will be advertised in the Central Register in late October. He said he would like to complete the prequalification process by the end of December. He said that Elizabeth Helder and OPM Consultant Joel Wolk would be assisting him during this process, along with the members of the subcommittee.

Mr. Lucchesi joined the meeting at 7:30PM.

Mr. White added that the pre-qualification phase of the project is a lengthy process where due diligence to vet out who is qualified and who is not qualified is very important. He volunteered to serve on the subcommittee. Mr. Lucchesi also agreed to serve on the subcommittee. Town Manager Kelly agreed to designate a member of her staff to the subcommittee within a week. She also added that legal services would need to be involved in the vetting process.

Mr. Senecal said that an FF&E subcommittee will need to be created soon.

Motion by David White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO AUTHORIZE THE CHAIRMAN TO CREATE A PRE-QUALIFICATION SUBCOMMITTEE FOR PROCURING BUILDING CONSTRUCTION.**

The Chairman appointed Dave White, the Town Manager or her designee, Gary Kaczmarek, and Chris Lucchesi to the pre-qualification subcommittee.

Mr. Kaczmarek said he intended to hold a subcommittee meeting to review the process within the next week.

Mr. Senecal said that 60% documents are due at the end of October. He said he needed some clarification from the Committee on storage building drawings. He said it is important to keep school and town business separate. All lighting meters belong to the school. However, he said that lighting on the tennis court belonged to the Town and was unsure how to meter this use. The Committee corrected Mr. Senecal and informed him the tennis courts were not lit. Mr. Senecal said he had included lighting on these courts in the design based on a request from the Committee.

No one on the Committee recalled making this request, especially since it would involve the abutters and a change to the zoning. Mr. Senecal said he would look into where the request originated.

It was determined that if an irrigation well is successfully drilled, there will be no need to install a water meter in the storage shed. Mr. White said that whatever electricity is used by the irrigation system should be covered by the school. The school fields will benefit from the irrigation water from the well. He said he felt that continued discussion of long-term expenses associated with the shed are counterproductive to the project. Any electricity used by this shed should be paid for by the District. Mr. Senecal said he has tied the shed into the school security system. The Committee agreed to install security cameras on the shed. Ms. Watson commented on recent break-ins and vandalism that has occurred at several District schools and agreed that security cameras were a good idea.

Mr. Senecal said the Fire Chief was insisting that the storage shed have a water-based sprinkler system installed in it because the shed will contain machinery that runs on gasoline. Mr. White suggested installing flammable cabinets to contain the diesel fuel. The Town Manager said she would discuss the issue with the Chief. The generator will be installed next to the storage shed and will be surrounded by a chain link fence.

A risk assessment has shown that there is a moderate risk for a lightning strike at the school. The recommended lightening protection system with 400, 18-inch spikes connected by copper wires is installed in a "maze-like configuration" on the roof of the school and will cost approximately \$60,000. Other schools within the District have simple lightening masts on the roof. Mr. Kaczmarek will contact a risk assessment consultant and insurance consultant to review the school's options. Mr. White commented that this recommended protection system is costly and will require long-term maintenance; every one of those 400 spikes is just waiting to fail. He also said that people have also been impaled on these copper spikes while working or performing maintenance on roofs where these systems are installed.

Mr. Senecal said he and Mr. Githmark have been working to develop a preliminary FF&E budget. It is currently at 2.2M at 2012 prices. A meeting with the FF&E consultant will be scheduled within the next several weeks. Mr. White volunteered to serve on the FF&E subcommittee.

Mr. White said that the sound system for the "cafetorium" is important and has to be very user friendly. The space should be "sound mapped" for optimum sound quality. There is not currently a sound consultant on the project. Mr. Senecal will discuss this with Mr. Pagano.

3. Next Meeting

The Committee agreed to schedule the next meetings for October 8th and October 22nd.

4.Minutes

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO APPROVE THE FEBRUARY 5, 2013 MEETING MINUTES AS PRESENTED.**

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO APPROVE THE FEBRUARY 11, 2013 JOINT MEETING MINUTES WITH THE BOARD OF SELECTMEN AS PRESENTED.**

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO APPROVE THE FEBRUARY 11, 2013 MEETING MINUTES AS PRESENTED.**

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO APPROVE THE JULY 30, 2013 MEETING MINUTES AS PRESENTED.**

Motion by Dave White, seconded by Chris Lucchesi, it was **VOTED 5-0-1 WITH 1 ABSTAINED TO APPROVE THE AUGUST 27, 2013 MEETING MINUTES AS PRESENTED. (Abstained: Challenger.)**

5. Adjournment

Motion by Chris Lucchesi, seconded by Dave White, it was **UNANIMOUSLY VOTED TO ADJOURN THE SEPTEMBER 24, 2013 MEETING AT 8:34PM.**

APPROVED: