

**Mountview School Building Committee  
Meeting Minutes  
January 7, 2014**

7PM

HMLD

Present: Chairman Paul Challenger, David White, Gary Kaczmarek, Chris Lucchesi, Erik Githmark, Jacquie Kelly

Absent: Anthony Gasbarro, Margaret Watson

Others Present: Bill Senecal, LPA  
Mike Pagano, LPA  
Peter Lukes, Assistant Town Manager  
Daryl McCall, Deputy Superintendent  
Elizabeth Helder, Recording Secretary

**1. Public Comment**

No one from the public was in attendance.

**2. OPM/Architect Update**

The Committee reviewed the Project Schedule. The 90% Construction Documents are due to the MSBA on 1/9/14. LPA reported very few changes from the 60% CD's. The outdoor storage building plans are complete.

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO APPROVE THE 90% CONSTRUCTION DOCUMENTS AS PRESENTED.**

Mr. Senecal said the 100% Construction Documents will be filed within the next month. Subcontractor bids will be available on February 26, 2014. General Contractor bid opening is scheduled for April 24, 2014.

Mr. Kaczmarek reviewed the progress being made on the Pre-Qualification submittals. The Pre-Qual Subcommittee will meet on 1/14 to score the submittals. Mr. Challenger and Mr. Lucchesi have been reviewing the financial information provided by the GC's.

Reference checks on all submittals were conducted by Mr. Kaczmarek, Mr. Wolk, and Ms. Helder at the Inspector General's office at DCAMM in Boston on December 18, 2013.

Mr. Kaczmarek said that the irrigation wells were fracked in December and drawdown tests were conducted. Only two of the three wells were able to be fracked. The third well is located inside the building and is not accessible. Mr. Kaczmarek will receive the reports on January 8, 2014 and report back to the committee then. Weather conditions do not have any effect on the water produced by the wells as this is deep bedrock water.

LPA reviewed site drawings for the committee. Two phases of construction were reviewed. During Phase I, the new driveway for the school will be used as the construction road for heavy construction vehicles. One of the first things the GC will do will be to construct this road and the retention pond at the back of the property. A boundary fence will be installed around the perimeter of the school to keep the school and the construction area separate. The access road off Mt. View Drive will be paved to use for subcontractor personal vehicles. Mr. Kaczmarek noted that a temporary fence needs to be installed at the rear of the site that abuts the neighborhood to prevent trespassing during construction. The committee agreed that it is not cost effective to put a more permanent fence up in this area for use after the project is complete. Mr. White said it was important that access to the site from the side access road be reinforced to prevent trespassing. The playing fields will be usable no earlier than spring 2017.

The Committee discussed the non-technical aspects of the contract. Specifications will include hours of operation 7AM-3:30PM M-F. Weekend work must be approved and is only used for make-up work or to maintain the schedule. No work until 7AM means no work. Mr. White said it was important to be proactive and sensitive to the neighbors when it comes to the work hours on site. Mr. Pagano said that the non-technical aspects of the contract and specifications need to be reviewed by the Committee and Town Counsel for comments and input.

The Phase II site plan includes rezoning the fence to encompass the old building during demolition.

Mr. Senecal said that a voice reinforcement system was added to the classrooms at the request of Mr. Githmark. This will allow teachers to walk around the room and speak through a microphone. It will also incorporate any information shown on the whiteboard. This additional cost of \$3500/classroom will add \$70,000 to the final cost of the project.

The audio system in the gym/auditorium is being fine-tuned.

Mr. Kaczmarek tried several times but was unsuccessful in reaching Holden Cable TV to get their input on AV use in the gym/auditorium. Ms. Kelly said she would address the issue.

The building has been designed for use as a warming shelter during emergency events.

Mr. Senecal said that he and Mr. Githmark have extensively studied the door locking/security system throughout the whole school.

All town building inspectors are currently reviewing and signing off on all the building plans. Letters are also required from all utility suppliers guaranteeing service to the building. Mr. Kaczmarek will generate a template of the letter for these suppliers.

Mr. Senecal reported that the Green Engineer informed LPA that the building as designed is 25% more energy efficient than originally planned and will qualify for the anticipated 2 MA-CHPS points. Mr. Senecal added that it is very likely that the building will also qualify for a third point based on its increased efficiency.

Mr. Senecal reviewed the design and placement of the loading dock.

Every submission submitted to the MSBA is sent to the project's Commissioning Agent for review and comment.

The Committee signed invoices.

### **3. New Business**

Mr. Challenger said that the Board of Selectmen requested that the Committee provide the Board with an update on the efforts of the project. Ms. Kelly has created an agenda item at the February 3, 2014 meeting. Mr. Challenger will address the Board.

Mr. Githmark will make a presentation to the School Committee at their next meeting to update them on the project to date. Mr. Lucchesi asked him to address the library space in the new building. Mr. Senecal will provide graphics for the presentation.

Mr. Lucchesi asked if the abutters next to the short-term access road had been notified. Ms. Kelly has not yet prepared the letter. Mr. White suggested that the fact that it will be temporarily paved and then removed after the project is complete should be outlined in the letter.

Mr. Challenger suggested sending a letter to abutters to outline how the construction process will operate. Mr. White suggested writing an editorial to The Landmark to outline this process publicly. After some discussion, the committee agreed to defer this suggestion until later in the winter/early spring. Mr. Pagano said that if some type of communication is made, it should include phrases like "efforts to minimize" dust, etc.

Ms. Kelly reported that the town's bond rating has been upgraded from AA- to AA. This will reflect positively when the project goes out to bid.

Two "Knox boxes" will be made available for public safety officials on site during emergency situations.

Mr. White suggested the Committee consider dedicating the school library to former Town Manager Nancy Galkowski in recognition of her leadership early in the project and her passion for reading. The Committee agreed to consider the suggestion. This is a decision that can be made later in the project.

Motion by Dave White, seconded by Chris Lucchesi, it was **UNANIMOUSLY VOTED TO GRANT THE CHAIRMAN THE AUTHORITY TO COMMIT MONEY TO THE IRRIGATION WELL PROJECT ONCE THE DRILLING INFORMATION IS RECEIVED FROM SKILLINGS.**

#### **4. Meeting Minutes**

Motion by Dave White, seconded by Chris Lucchesi, it was **VOTED 4-1 WITH 1 ABSTAINED TO APPROVE THE DECEMBER 11, 2013 MEETING MINUTES AS PRESENTED. (ABSTAINED: GITHMARK.)**

#### **5. Next Meeting**

The Committee will need to meet to sign the 100% Construction Documents in early February.

The Committee agreed to schedule the next meeting for Tuesday, February 4, 2014 (with a backup meeting date of Tuesday, February 11, 2014) at 7PM at the Light Department.

#### **6. Adjournment**

Motion by Chris Lucchesi, seconded by Dave White, it was **UNANIMOUSLY VOTED TO ADJOURN THE JANUARY 7, 2014 MEETING AT 8:40PM.**

**APPROVED:**