



MANAGEMENT PARTNERS, LLC

**MGRSBC & SC MEETING MINUTES**

**DATE OF MEETING:** January 14, 2016 at 6:00 P.M. at the Mount Greylock Regional Middle High School in Williamstown, MA

**PROJECT:** Mount Greylock Regional Middle High School  
Dore & Whittier Project #MP

**SUBJECT:** School Building Committee Meeting (D&W#21) JOINT with School Committee

<b>ATTENDING:</b>	Mark Schiek,	SBC Chair, Lanesborough
	Paula Consolini	SBC Co-Chair, Williamstown
	Douglas Dias	Superintendent, MGRSD
	Nancy Rauscher	Bus. Manager MGRSD
	Hugh Daley	Williamstown Selectman
	Carolyn J. Greene	MGR School Committee Chair
	Jesse Wirtes	MG facilities supervisor
	Mary MacDonald	Principal, MGRHS
	Chris Galib	Lanes. Finance Committee
	Thomas Bartels	Williamstown
	Bob Ericson	Lanesborough Selectman
	Rich Cohen	School Committee
	Sheila Hebert	School Committee
	Gary Fuls	School Committee
	Chris Dodig	School Committee
	Wendy Penner	School Committee
	Steven Miller	School Committee
	Trip Elmore	DWMP
	Rachel Milaschewski	DWMP
	Mike Ziobrowski	Turner

1. **Call to Order of SBC Meeting at 6:06 PM by M. Schiek with 12 voting Members in attendance.**

**Call to Order of SC Meeting at 6:06 by C. Greene with 7 voting members in attendance.**

2. **Public Comment**

C. Greene stated that there was a sign-up sheet for public comment for those who would like to speak. She added that the School Committee plans to vote to appropriate the debt for the project in this meeting, and that they are not going to talk about changing numbers right now, as the MSBA has already agreed to the current budget.

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C. Greene and M. Schiek then gave an introduction of the SC and SBC, as well as the attending members from both Dore and Whittier and Turner Construction.

A few public comments were made, thanking the Committees and the community for their efforts put forth towards the project, and how wonderful it is to see it come into fruition.

Jane Patton, Chair of the Williamstown Board of Selectman stated that the Board unanimously encourages the approval of this project, and everyone involved has done spectacular work.

T. Elmore of DWMP then gave an overview of the project's process to date, starting from the initial exploration of multiple design options, through the Schematic Design submission to the MSBA. He added that this is the final SBC/SC Meeting before the MSBA approves the project to move into the next phase.

C. Greene invited reports from the task groups chairs. Mary MacDonald, Wendy Penner, and Hugh Daley described the work of the Educational, Green School, and Finance Task Groups, respectively. Mark Schiek thanked Jesse Wirtes for the fine work of the Facilities Task Group, earning the District 1.45% in reimbursement points. All task groups had significant community participation.

A few questions were raised during the public comment – B. Ericson of the SBC asked when they will begin to Value Engineer (VE). T. Elmore responded, stating that VE typically takes place during the Design Documents phase of the project, when they start to analyze the building in more detail. He added that once the scope and budget is set, you can always shrink the scope, but you cannot add to it, and as soon as the project moves forward with the design team again, VE could be a regular topic on the agenda.

T. Elmore went on to say that after the first go-around with the budget, the design team went through and removed unnecessary elements of the design, such as the parking lot and sinks in the classrooms, to bring the number down before the SD submission to the MSBA.

C. Greene of the School Committee asks for a motion to move the SC Vote to the top of the agenda.

***Motion to move School Committee Vote to the top of the Agenda by S. Hebert, 2<sup>nd</sup> by S. Miller. VOTE: Unanimous to approve***

3. **School Committee Vote to Appropriate the Debt**

**VOTE:**

Spoken by C. Greene, Chair of the Mount Greylock School Committee:

*“VOTED: That the Mount Greylock Regional School District hereby appropriates the amount of \$63,887,706 for the purpose of paying costs of renovating and adding-to the Mount Greylock Regional Middle School and High School, located at 1781 Cold Spring Road, in*

*Williamstown, Massachusetts, Massachusetts 01267, and for the payment of all other costs incidental and related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended at the direction of the School Building Committee. To meet this appropriation the District is authorized to borrow said amount, under and pursuant to Chapter 71, Section 16(d) of the General Laws, and the District Agreement, as amended, or pursuant to any other enabling authority. The District acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District; provided further that any grant that the District may receive from the MSBA shall not exceed the lesser of (1) fifty-nine and sixty-eight one hundredths percent (59.68%) of eligible, approved Project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, and that the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA. No amounts shall be borrowed or expended pursuant to this vote unless and until: (i) the MSBA shall have voted to approve grant funding for this project as described above, and (ii) that each of the member towns shall have voted to exclude their allocable shares of principal and interest on any bonds or notes issued pursuant to this vote from the property tax limitations of Chapter 59, Section 21C of the General Laws (Proposition 2 1/2)."*

**Motion by G. Fuls, 2<sup>nd</sup> by S. Hebert. Roll Call Vote:**

- **W. Penner: Approve**
- **R. Cohen: Approve**
- **S. Hebert: Approve**
- **G. Fuls: Approve**
- **S. Miller: Approve**
- **C. Dodig: Approve**
- **C. Greene: Approve**

**Unanimous to approve. Motion Passes.**

W. Penner stated that she was very excited that the project has met this milestone, and thanked everyone for their hard work and the community's input to get the project to this place.

C. Greene then thanked everyone for attending the public comment session, and reminded them all to attend and spread the word about the Public Forums they plan to hold.

M. Schiek also added thanked the Working Groups for their hard work and team effort.

Chris Dodig had requested clarification as to whether there would be the potential for additional incentive reimbursement points. He had for example cited the 1 point for a funded maintenance program per the MSBA online information. T Elmore responded that he had spoken with the MSBA and was told that they had found that this particular reimbursement point was not available due to some legal restrictions. D Dias also had asked in the recent MSBA district meeting on January 5<sup>th</sup> if further points could be sought and later applied to the project for say adding to the school district. He was told that the MSBA will be setting their maximum funding amount in the January 27<sup>th</sup> board meeting, and no additional incentive points would be considered after that event.

**School Committee motion to adjourn by S. Hebert, 2<sup>nd</sup> by W. Penner. VOTE: Unanimous to approve. Meeting adjourned at 7:02 PM.**

**-2 Minute Break before Proceeding with SBC Meeting-**

**4. Approval of Minutes:**

- a. A short SBC review of the November 30, 2015 Meeting Minutes was provided by the Chair.

**SBC Motion to approve the November 30, 2015 SBC Meeting Minutes by P. Consolini, 2<sup>nd</sup> by M. MacDonald.**

**Discussion:** *No edits.*

**SBC VOTE: 10 approve, 0 against, 2 abstain.**

**5. Invoices Submitted for Approval:**

- a. Budget Revision Request No. 5 for Reclassification of Feasibility and Schematic Design costs

T. Elmore stated that this money was originally moved from the "Other" and "Environmental and Site" buckets to cover the Amendments previously approved on the project, but the MSBA has asked that the money be moved back as a formality. He clarified that this does not add or remove money from the budget, it is simply just moving it from one bucket to another.

**Motion to approve BRR No. 5 by C. Greene, 2<sup>nd</sup> by P. Consolini. VOTE: 12 approve, 0 against, 0 abstain.**

- b. DWMP Invoice No. 00011 in the amount of \$20,000.00 for OPM Services

**Motion to approve DWMP Invoice No. 00011 in the total amount of \$20,000.00 by P. Consolini, 2<sup>nd</sup> by M. MacDonald. VOTE: 12 approve, 0 against, 0 abstain.**

T. Elmore of DWMP pointed out that this invoice is the last invoice for this phase of the project.

- c. Design Partnership's Invoice No. 11045 in the amount of \$18,336.31 for Designer Services provided in the Schematic Design Phase.

***Motion to approve Design Partnership Invoice No. 11045 in the total amount of \$18,336.31 by D. Dias, 2nd by P. Consolini. VOTE: 12 approve, 0 against, 0 abstain.***

T. Elmore also pointed out that the additional \$30,000.00 that was carried in DPC's contract was used to cover the services provided in the invoice for producing the PR Materials.

- d. Design Partnership's Proposal for Natural Heritage Mapping in the amount of \$550.00

***Motion to approve Design Partnership Proposal for Natural Heritage Mapping in the amount of \$550.00 by P. Consolini, 2nd by D. Dias. VOTE: 12 approve, 0 against, 0 abstain.***

- e. MGRSD WilliNet Invoice in the amount of \$100.00 for video coverage of the November 19, 2015 SBC Meeting

***Motion to approve the WilliNet Invoice in the amount of \$100.00 by D. Dias, 2nd by B. Ericson. VOTE: 12 approve, 0 against, 0 abstain.***

## **6. Letter from Design Partnership: Assignment of Designer Contract – DPC/Perkins Eastman**

C. Greene indicated that this letter is related to the recent merge of Design Partnership of Cambridge and Perkins Eastman. She pointed out that the project will move forward with the same design team, but under the Perkins Eastman name, rather than Design Partnership. C. Greene also specified that the MSBA is aware of this merge, and if the vote passes, the next contract will be with Perkins Eastman if they decide to continue with the same design team.

## **7. Update on Schematic Design Review and MSBA Board Meeting**

M. Schiek stated that C. Greene, D. Dias, P. Consolini and himself met with DWMP and the MSBA on January 5, 2016 to go through the Schematic Design submission, where they received good feedback, and the MSBA agreed to the project scope and budget of the design.

C. Greene added that they had the opportunity to meet the next MSBA Project Management team they will be working with once the project vote passes.

The next MSBA board meeting is scheduled for January 27, 2016

## 8. Working Group Updates

### a. Community Outreach

P. Consolini reported on the outreach events and task group meeting conducted since the November Building Committee meeting. She thanked C. Greene and others for their work on the FAQs statement and acknowledged the outreach work of Renee Schiek among others. Although substantial public education has been done, she noted that the work needs to continue, especially reaching out to community members who do not have children in the K-12 schools. She also reminded the committee that vote-specific advocacy is not the province of the building committee itself but a separate ballot question committee which will be subject to campaign finance laws and procedures.

SBC Chair M. Schiek confirmed that a building project information forum will be scheduled in each town most likely sometime in early February.

## 9. Project Budget Update

### a. Finance Working Group

H. Daley of the Finance working group reported the School District has two estimates for the final district share of the project: \$31.5 million and \$35.3 million. Per the recently revised regional agreement, he reported that Lanesborough would bear about 32 percent of the district's share at the start of the borrowing, though that percentage could change over the life of the bond depending on student population and property values in Williamstown and Lanesborough.

He added that given that cost sharing ratio, the \$31.5 million (optimistic) projection would end up costing Williamstown property owners \$1.42 per \$1,000 of valuation and Lanesborough property owners \$1.61/\$1,000. The pessimistic \$35.3 million price tag would add a projected \$1.60 to the Williamstown tax rate and \$1.81 to the Lanesborough tax rate.

H. Daley pointed out that interest rates have been historically low, but that rates are starting to trend up. The financing plan here is a 'no-worse' plan, but there is interest rate risk the longer the District waits; meaning if the project is brought to market sooner, the district will save some money. Over a 27- or 28-year bond, a half point of interest is real money.

The sooner the debt exclusion proposals are passed, the less the project will cost, due to increasing interest rates and the rising cost of construction materials. The sooner it passes, the better, so there are no delays and no increased costs.

## 10. Upcoming Town Meetings and Votes

- a. Williamstown will not be holding a Town Meeting, and the ballot vote is scheduled for March 1<sup>st</sup>.
- b. Lanesborough has not yet decided if they will be holding a Town Meeting, and the ballot vote date is TBD

11. **Other Business not anticipated 48 hours prior to Meeting:** *None.*

12. **Public Comment:** *None*

13. **Next SBC Meeting(s) and times**

- a. January 28, 2016 at 5:30 PM – Joint meeting with School Committee

14. **Adjourn**

SBC Motion to adjourn by P. Consolini, 2nd by D. Dias. VOTE: unanimous to approve.  
Meeting adjourned at 7:56 PM

**DORE AND WHITTIER MANAGEMENT PARTNERS, LLC**

Rachel Milaschewski

Dore & Whittier Management Partners, Assistant Project Manager

Cc: Attendees, File

**The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After the minutes have been voted to approve, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.**