

Minutes of the School Building Committee Meeting
Held Monday June 25, 2012 at 5:00 pm in the Paul Revere Room, Minuteman High School

Attendees: Ford Spalding, Ed Bouquillon, Camie Lamica, Alice Deluca, Ernie Houle, Jack Weis, Franklin Cannon, Steve Correia, Dana Ham, John Dougherty, Tony Lionetta, Carmen Reiss, Jerry Wasserman, and Peter Sugar.

1. Approval of Minutes

The minutes of February 27, 2012 were approved by vote of those present, with 1 abstention.

2. Chair's Remarks

The Town of Belmont's recent challenge, to be handled by Minuteman's attorneys; MSBA's awareness of this issue; the design cap at 800, and the out-of-district student issues were noted. Further discussion on issues at the state level may be forthcoming.

3. MSBA Update

The recent approval to move to full Feasibility, the letter from Jack McCarthy regarding enrollment, and the guarantee of 40% reimbursement were highlighted. It was emphasized that the School Building Committee will continue to move forward to provide cost considerations for a building of 800 or fewer students for the School Committee's consideration, and ultimately full town approval.

4. Review of RFS and OPM Selection Process

Reference was made to the Request for Services (RFS) for the Operations Project Manager (OPM), a framework provided by MSBA. It was explained that the process involves the School Building Committee approving an OPM Selection Committee, who will review the RFS and make suggestions to the School Building Committee. It was explained that this same RFS would be used if the roof needed to be replaced or any other emergency repairs. It was emphasized that once the RFS is submitted to MSBA they work with the schedule that is included in the RFS. Some concern was raised about the criteria, and it was noted that it was necessary to use the MSBA rubric, as they require, with no changes. The OPM process was explained, as involving the School Building Committee to make recommendation to the School Committee. The OPM Selection Committee will recommend finalists, and the School Building Committee will interview candidates.

5. Appointment of OPM Selection Committee

The OPM Selection Committee was recommended, and the following vote was taken:

VOTE: to designate an OPM Selection Committee, consisting of the following members:

Dana Ham, Chair	Ed Bouquillon
Peter Sugar	Camie Lamica
Simon Bunyard	Ford Spalding, Ex Officio
Don Lowe	

Approved unanimously by those members present.

This vote approving the OPM Selection Committee will be taken to the School Committee for their approval.

6. Meeting Schedule

A list of scheduled meetings, generally the 4th Monday of the month, was approved. All will be held at 5:00 pm in the Paul Revere Room at Minuteman High School.

July 23	Nov 26	April 22
August 27	Dec 17 (3 rd M. due to Holidays)	May 28 (T. due to Holiday)
Sept. 24	Jan 28, 2013	June 24
Oct 22	Feb 25	
	Mar 25	

7. Authorization of Funding for Administrative Support

Sentiment expressed by those present was that this was premature, and no vote was taken.

8. Tour

Some members expressed an interest in a Minuteman facility tour prior to the next meeting.

9. Adjournment

The meeting was adjourned at 5:50 pm.

Kris Luoto, Recorder