

Minutes

School Building Committee Meeting

Monday 3.13.17 5:00 PM Paul Revere Room, Minuteman High School

Voting Members Present: Ford Spalding, Kevin Mahoney, Ed Bouquillon, Dana Ham, David Frizzell, Mike Majors, Frank Cannon, Peter Sugar, Alice DeLuca, Simon Bunyard

Others Present: Skanska: MaryAnn Williams, Dale Caldwell; KBA: Seunghwan Lee; Gilbane: Walt Kincaid, Tripp McElroy; Elizabeth Rozan

Absent: Don Lowe, Bill Blake, Alice Kaufman, Marianne Cooley, Nawwaf Kaba

1. Call to Order: Open Session

Ford Spalding called the meeting to order at 5:00 PM.

2. Approval of Past Minutes 2.27.17

The following vote was taken on the minutes:

Moved (Majors) and seconded (Bunyard)
To approve the past minutes of 2.27.17
Vote: Unanimous

3. Lincoln/Lexington Permit Update

Ed Bouquillon gave an update on meetings held with the Planning Board, the Conservation Commission and Abutters, including a site walk, a meeting that was scheduled for 3.14.17, but that was cancelled due to impending storm; and discussions with the EPA relative to the Cambridge Water Shed "Zone A" concerns. He noted that still under discussion is the Fly Loft, and he referenced the justification narrative describing why a fly loft is critical in a technical theater training program, and the stagehouse materials prepared by Advisory Committee members that describe the basis for the design, which have been forwarded to the Planning Board, posted on the Town of Lincoln's website, and sent to the School Building Committee earlier in the day. He explained that issues related to Lincoln's "Dark Sky" requirements have also been under discussion. Noting that the goal is to avoid a "no" vote on the permit application, he described that the Planning Board people have been very supportive, and that questions and concerns raised have allowed Minuteman to make a better case.

4. Review and Approval of Proposed Correspondence to the Town of Lincoln Regarding the New School Building Project

Related to item #3, Ed Bouquillon referred to the draft letter (not for distribution) prepared by Counsel related to invoking the District's Dover Amendment Rights, which was sent to the School Building Committee earlier in the day. He explained that the essence of the letter is to assert the District's rights in terms of the Educational Program Plan, relative to Lincoln's zoning requirements. He noted that he

had intended to send the letter after the 3.14.17 meeting, but given that it was cancelled, he may send it this week, rather than wait for a rescheduled meeting.

Ford read the main motion, as prepared by Counsel. An amendment was suggested to allow for minor modifications of the letter if needed, and the following votes were taken:

Amendment to the Main Motion:

Moved (Bunyard) and seconded (Frizzell)

To amend the main motion to allow for minor modifications of the letter if needed

Vote: Unanimous

Main Motion, as amended:

Moved (Spalding) and seconded (Bunyard)

To approve the proposed correspondence from Minuteman to the Town of Lincoln invoking the District's Dover Amendment Rights, in the form presented to, and as modified by, this Committee; to authorize Edward Bouquillon to sign and deliver the correspondence to the Town of Lincoln, and to allow for minor modifications of the letter if needed

Vote: Unanimous

5. Design Update

Seunghwan Lee reviewed previous presentations from November (footprint change), December (design concept), and January (floor plan, program), and reviewed status of the entrance corridor, the intersection area, the multimedia engineering lab, the cafeteria, and media center. Items discussed included glass treatment and exhibition spaces.

6. Status of Schedule/Budget/ DD Estimate Reconciliation/Submission of 100% DD to MSBA

Mary Ann Williams reported on the status of the submission of 100% DD to MSBA. She noted that due to the storm, the plan is to submit on Wednesday the 15th of March instead of the 14th. She explained that this document describes changes since the Module 4 Schematic Design submission from December 1, 2015. She noted that cost estimates were done with a line-by-line review, and that the reconciliation was very close. She noted that many people are looking at the detailed plan, and there is a high level of certainty that the team is comfortable with the cost estimates and drawings as they stand today. Once submitted, MSBA has 21 days to review and comment, then the Team has 14 days from then to respond to MSBA's comments and incorporate them into the next iteration. She underscored that the project is in a good place, as they continue to strategize on ways to save money and build in contingencies. Ford added that the goal is to show the project is on budget. Items discussed included which parts of the submission would be made available for the website and whether a model of the operating costs has been developed. Kevin Mahoney explained that he developed and provided a model for the 10 remaining towns for FY 20. He noted that not much has changed on the expenditure side, but that there are some adjustments in debt service. Ed explained that the revenue side includes considerations related to out-of-district students. Alice DeLuca noted that she's been hearing concerns expressed about the capital costs related to the 5 year rolling average, and the idea of sending fewer students to reduce that cost. Energy modeling, early bid packages, the need to influence against any state intervention, and scheduling were also discussed.

Simon requested that a "dashboard" of budget and schedule updates, not more than 3 pages, be provided regularly to the School Building Committee, to indicate what has changed and why. After a discussion of what reports are typically provided and when in the process, it was agreed that this

dashboard would be provided at the next meeting. The following vote was then taken (with the submission date changed to March 15:

Moved (Spalding) and seconded (Frizzell)

To confirm the authorization (voted on February 27, 2017) of the OPM to submit the 100% DD submission to the MSBA on March 15, 2017, as the DD Estimates are reconciled within the District's Construction Budget

Vote: Unanimous

7. Next Meeting

Ford noted that the next meeting would be held on Monday March 27, 2017 at 5:00 PM, and Mary Ann noted that anticipated on that agenda will be the Design Team invoices, approval of the contract for Materials Testing Consultant, and approval of contract for the Structural Peer Review Consultant.

8. Adjournment

The meeting was adjourned at 5:50 PM.

Elizabeth Rozan, Recorder