

# BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES

**PROJECT:** Bristol Warren Regional School District  
**LOCATION:** Reynolds Building, 1<sup>st</sup> Floor Conference Room

**MEETING DATE:** October 05, 2023

**ATTENDEES:**

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| <p><b>SBC (Voting):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ana C. Riley (AR)</li> <li><input type="checkbox"/> Steve Contente (SCo)</li> <li><input checked="" type="checkbox"/> Danielle Carey (DC)</li> <li><input checked="" type="checkbox"/> Steve Calenda (SCa)</li> </ul> <p><b>PMA:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Chad Crittenden (CJC)</li> </ul> <p><b>PE (Designer):</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Joe Drown (JD)</li> <li><input type="checkbox"/> Rob Santos (RS)</li> </ul> <p><b>Guests:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Tyler Lombardoni (TL)</li> <li><input type="checkbox"/> Keri Cronin (KC)</li> <li><input checked="" type="checkbox"/> Sarah Bullard (SB)</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Adam McGovern (AM)</li> <li><input type="checkbox"/> Kate Michaud (KM)</li> <li><input type="checkbox"/> Tim Sweeney (TS)</li> <li><input type="checkbox"/> Chris Carroll (CC)</li> <li><input type="checkbox"/> Mark McCarthy (MM)</li> <li><input type="checkbox"/> Kris Bradner (KBr)</li> <li><input checked="" type="checkbox"/> Carly Reich (CR)</li> <li><input checked="" type="checkbox"/> Nicky Piper (NP)</li> <li><input checked="" type="checkbox"/> Peter Hewett (PH)</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Tara Thibodeau (TT)</li> <li><input checked="" type="checkbox"/> Michelle King (MK)</li> <li><input type="checkbox"/> Ed Tanner (ET)</li> <li><input checked="" type="checkbox"/> Walter Hartley (WH)</li> <li><input type="checkbox"/> Lisa Pecora (LP)</li> <li><input type="checkbox"/> Jess Farber (JF) CMTA</li> <li><input checked="" type="checkbox"/> Matthew Cabral (MC)</li> <li><input type="checkbox"/> Kathryn Brown (KB)</li> <li><input checked="" type="checkbox"/> David Scarpino (DS)</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Frank Caliri (FC)</li> <li><input checked="" type="checkbox"/> Dennis Morrell (DM)</li> <li><input checked="" type="checkbox"/> Aaron Ley (AL)</li> <li><input checked="" type="checkbox"/> Nicholas Hull (NH)</li> <li><input checked="" type="checkbox"/> Robert Bell (RB)</li> <li><input type="checkbox"/> Dianne Sanna (DC)</li> <li><input type="checkbox"/> Greg Spiess (GS)</li> <li><input checked="" type="checkbox"/> Craig Evans (CE)</li> </ul> |
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**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Update 10/05/23:</b> Attendance noted above. 7 members (7 voting) present. Meeting called to order at 8:37AM by WH.
05/31/23:02	SBC	<b>Public Comments: Update 10/05/23:</b> Following the meeting some discussions occurred. NP noted that the tax impact calculator should show prior to the existing debt falling off and post existing debt falling off so people can see both impacts. NP noted that a colleague had said that North Attleboro may be a good school to tour as well. Guest DS noted that he spoke to RIDE and that the project is awaiting approval, PMA confirmed that STAGE II is in review and is awaiting approval. Discussion occurred about how the district funds the project. AM advises that at each phase, the value management exercise occurs, and that the SBC must meet the budget at each phase to move forward collectively. 63% is the base reimbursement for the district but that is pending approval from RIDE on the project. PMA noted that the cashflow projections and the impacts from Bond Counsel are based on calls with RIDE, RIDE guidelines, and meetings with RIDE and are anticipating what portions of the project will be eligible once RIDE finishes their review of Stage II submission. DC spoke about the RIDE reimbursement and the BAN process during the initial few years.
05/31/23:04	SBC	<b>Approval of Minutes: Update 10/05/23:</b> Approval of minutes from 9/21. <b>Motion: AM Seconded: AL Discussion: None Vote: All in Favor (7 Yes, 0 No, 0 Abstain).</b>

**DESIGN**

Item	Action	Notes
05/31/23:06	PMA/PE	<b>Stage II Update: Update 10/05/23:</b> PMA presented RIDE process overview outlining the districts' location in the process. PE did not advise if they have heard from RI Historic & Preservation.  Progress since the last meeting is as follows: AE/OPM coordination meetings continue weekly, 9/21 SBC meeting, 9/23 East Bay running festival outreach, 9/27 School Committee meeting, 9/29 Cashflow Development meeting with RIDE, 10/02 Community Forum and MHHS Tours.  Upcoming items for Stage II are as follows: AE/OPM weekly coordination calls, 10/08 Warren Walkabout outreach, 10/14 Harvest Festival Outreach, 10/15 Warren Walkabout outreach 10/28 Halloween Walkabout outreach, 10/30 (Week of) Community Forum, 11/07 Referendum Vote.
07/27/23:01	PE	<b>Design Updates: Update 10/05/23:</b> PE presented updated renderings of the exterior looking at the media center and the front entry. PE also presented a rendering of the main entry lobby showing many of the common spaces. MK noted that she very much appreciated the thoughtful design of creating a community like what a workplace may look for a student in their future careers.

**SCHEDULE**

Item	Action	Notes
05/31/23:08	PMA	<b>Master Project Schedule: Update 10/05/23:</b> PMA presented the updated master project schedule. PMA reviewed each timeline of the design phases.
05/31/23:09	ALL	<b>Key Dates: Update 10/05/23: XXOct23</b> Publication of Local Questions to be Submitted to Voters. <b>07Nov23:</b> Project Funding Authorization Vote. <b>19Dec23:</b> RIDE Stage II Approval Target. <b>30Jun24:</b> Construction Contract Award deadline to qualify for housing aid incentives (RIDE legislative update).

**BUDGET**

Item	Action	Notes
05/31/23:09	PMA/SBC	<b>Project Budget: Update 10/05/23:</b> PE is waiting for approval of Amendment #4 prior to proceeding with Geo-Environmental drilling. This will go to School Committee on 10/11.
10/05/23.01	PMA	<p><b>Cashflow Projection &amp; Local Tax Impact: Update 09/21/23:</b> There was a discussion between the committee regarding reimbursement, bonding, and how the message is relayed to the voters. SCA asked when RIDE money is received. AR advised that Paygo gets reimbursed immediately but that it depends on how busy RIDE is. FC advised that the standard could be 40-60 days. There were discussions about when the tax impact information will be available. PMA advised that right now there is a range that is being narrowed down that will be based on response from RIDE. TT asked if there could be a fact sheet that could be utilized to disseminate the information. PMA/PE/District to work together once all the information is available to develop. This sheet could include both local tax impact on median house, level of debt service, and total debt service, to allow for the most information.</p> <p><b>Update 10/05/23:</b> PMA presented the projected cashflow for the BWRSD \$200M scope. PMA showed the PayGo funding and the differences in when portions of it are received. 15% of the base 63% is initially reimbursed as it is submitted and then the remaining portion once the project is submitted and incentives are confirmed by RIDE. PMA showed that until 2027, PayGo funding and BAN's cover the initial debt service, until the existing debt service falls off. There is about a 1-year overlap where both are still on the books. PMA presented the initial tax impact for Bristol and Warren. PMA showed the impact on every \$100K of assessed value in Bristol and Warren as well as showed the impact to the average single-family home in Warren. PMA noted as soon as the average single family home value in Bristol is provided, they will update the information in the presentation and add the slide. AI asked if the project is not funded and smaller repair projects are undertaken, is there reimbursement? PMA advised that RIDE would need to approve these projects and there is no guarantee that any of them would qualify for base reimbursement as they may determine the building(s) in good enough shape for investment. AM and SCA agreed that it was important to get the message out that if not passed, repairs are coming down the line and they may not get reimbursed. AM noted that at every phase of design there are value management exercises along with professional estimates in order to keep the project within budget.</p>

#### MISCELLANEOUS

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	<p><b>Project Communication/Community Outreach: 08-29Oct23</b> Warren Walkabout, <b>14Oct23</b> Harvest Festival, <b>28Oct23</b> Halloween Walkabout. <b>Week of 10/30/23</b> Community Forum, <b>10/11/23 6PM</b> Abutters Meeting It was noted at a prior meeting that the Geotech/geo-environmental report info should be available for the abutter's meeting.</p> <p><b>Other Possible Outreach Events:</b> District to advise which events need coverage and when they are.</p>
08/24/23.01	ALL	<p><b>Similar School Tours: Update 08/24/23:</b> PMA/PE to coordinate dates for Somerville HS/Minuteman Regional Tours for later in September. PMA/PE to coordinate dates for Cape Cod Tech HS/Durfee HS for late September. AR coordinating dates for East Providence tour once School starts in September after the RIDE submission on 9/15. <b>Update 09/07/23:</b> Not discussed. <b>Update 09/21/23:</b> AR will be sending out a poll for new school tours. DYIMS may be added to the tour. <b>Update 10/5/23:</b> There was a question from a citizen if members of the public could attend any of the potential tours.</p>
05/31/23:11	Record	<b>New Business: Update 10/05/23:</b> None.
05/31/23:12	Record	<b>Adjournment: Update 10/05/23:</b> Next meeting date on October 19, 2023 @ 8:30AM <b>Motion:</b> AL <b>Seconded:</b> DM <b>Discussion:</b> None <b>Vote:</b> All in favor (7 Yes, 0 No, 0 Abstain)

PMA Consultants assumes, to the best of our knowledge, that the above content of these Meeting Minutes depicts all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors, or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

PREPARED BY: PMA Consultants LLC.

DATE: October 5, 2023