

**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:** May 31, 2023

**ATTENDEES:**

- Bldg. Committee:**  Ana C. Riley (AR)                       Frank Caliri (FC)                       Kate Michaud (KM)                       Michelle King (MK)  
 Tim Sweeney (TS)                       Steve Contente (SC)                       Edward Tanner (ET)                       Adam McGovern (AM)  
 Aaron Ley (AL)                       Dennis Morrell (DM)                       Tara Thibaudeau (TT)
- PMA:**                       Chad Crittenden (CJC)                       Chris Carroll (CC)                       Walter Hartley (WH)
- PE (Designer):**                       Joe Drown (JD)                       Mark McCarthy (MM)

**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Attendance 05/31/23:</b> As noted above. 11 voting members present.
05/31/23:02	SBC	<b>Public Comments: 05/31/23:</b> None.
05/31/23:03	Record	<b>Introduction:</b> All team members introduced. Confirmed that all in attendance are on the building committee roster.
05/31/23:04	SBC	<b>Approval of Minutes: 05/31/23:</b> None required. <b>Motion:</b> None. <b>Discussion:</b> None. <b>Vote:</b> None.

**DESIGN**

Item	Action	Notes
05/31/23:05	Record	<b>Stage I Recap: 05/31/23:</b> CC presented a general recap of the Stage I submission. This included discussion regarding the initial facilities review completed by Colliers on behalf of the state. Perkins Eastman will be assisting in providing responses to the Stage I open comments as part of the Stage II submission.
05/31/23:06		<b>Stage II Update: 05/31/23:</b> CC presented an overview of the stage II process. JD presented further detailed what to expect as part of the Stage II work process. It was discussed that Mt. Hope HS is the priority but that all other schools are being considered and reviewed as part of the scope. AR advised that no matter what decision is selected to move forward by the School Committee and the Building Committee, that RIDE approval is the deciding factor for reimbursement. It will be consistent review during the next few months to make sure RIDE is on board with where the potential project is heading. PMA presented information on how repair/renovations, addition/renovation, and new construction will be compared on a comparative level in a graphical form. CC reviewed the “bonus” funding availability and AR added that the initial bonding scenarios were calculated at a safer number of around 77-78%. PMA advised that there are ineligible costs that RIDE does not participate in and that during the project scope and budget development, PMA will be working with the guidelines to identify these and work to maximize the districts reimbursement level. AR advised that she would send the legislature to the SBC for green building to share. <b>Educational Planning: 05/31/23:</b> JD presented information on programming and visioning. JD advised that creative planning and programming will assist in maximizing educational effectiveness and opportunity. The SBC asked how the visioning sessions went yesterday. AR advised that there were about 20 people present and there was a lot of discussions about what the educational program would look like and what a facility would look like to allow for the delivery of that program. This was specific to middle school. AR also spoke about a possible grade reconfiguration to a 5-8 middle school. This could add a lot of benefits to the educational program and how it is delivered. There was also discussion about how there is a desire for soft spaces in a new building. This is something that does not exist in the current facilities. There are no group project areas or gathering areas in common locations to be utilized and it would be something that the group would like to see. The SBC also asked about the legislative enabling act, specifically about the elementary school children required to go to school within the town they reside in. AR advised that this is being and will be reviewed as part of the visioning sessions. Discussion will continue for this item as needed as there is a big opportunity for newer and fewer schools bonus points. <b>Existing Condition Evaluation: 05/31/23:</b> JD presented information on what to expect and what will be studied as part of the Stage II submission. This included base repairs, renovations, new construction, and

		<p>hybrid (add/reno). Site analysis will be taking place regarding runoff, flood plain, wetlands, and other variables. J presented very high-level options regarding new construction, renovation, and hybrid options.</p> <p><b>Mt. Hope FCI Score Review:</b> There was a question regarding the FCI score for MHHS being below the score that would enable 5 bonus points. AR advised that the team could review with RIDE and specifically with Mario to see if there could be a priority review given to MHHS that would possibly provide a revised rating that could potentially allow for more bonus points. PMA advised that this should be brought up with RIDE on the Thursday 6/1 call.</p> <p><b>Mt. Hope Enrollment:</b> There was a question regarding what the enrollment size for a potential MHHS would be and whether it was too much square footage or not enough. JD advised that the demographics study is ongoing that will guide the square footage requirements for a 5-year projection. This was a requirement to be completed as part of the Stage I response from RIDE. RIDE only allows the square footage/size to be built based off the demographic/enrollment projection.</p> <p><b>Mt. Hope Acreage:</b> There was a question from the committee regarding what acreage would be needed for a new MHHS. PMA/PE/AR advised that they believed it was roughly 7 but they would double check what the rough acreage was believed to be needed. It was later confirmed that it is believed to be 7 acres.</p> <p><b>Mt. Hope Fields/Track:</b> There was a discussion regarding the fields and track. The track cannot currently host state events due to the size. AR advised that it would be a goal of the project to solve this issue.</p>
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### SCHEDULE

Item	Action	Notes
05/31/23:08	PMA/SBC	<p><b>Schedule Update:</b> RIDE Process Overview: <b>05/31/23:</b> CC presented a general overview of the RIDE process, Stage I through completion and identified that Bristol Warren is in the early part of Stage II.</p> <p><b>RIDE Stage II Designer Workplan:</b> <b>05/31/23:</b> JD presented the condensed designer workplan. Meetings are ongoing and the work is already progressing. JD advised that the demographics study and the traffic study are important to get rolling as soon as possible to get accurate information for traffic.</p> <p><b>Master Project Schedule:</b> <b>05/31/23:</b> PMA has a developed project schedule for Stage II. As the project moves forward and approvals are received, the Master Project schedule will be further developed.</p>
05/31/23:09	ALL	<p><b>Key Dates:</b> <b>15Sept23:</b> RIDE Stage II Submission Deadline. <b>18Sep23:</b> Board of Elections Approval of Referendum Question(s). <b>07Nov23:</b> Project Funding Authorization Vote. <b>19Dec23:</b> RIDE Stage II Approval Target. <b>30Dec23:</b> Construction Manager Awarded</p>

### BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	<p><b>Project Budget:</b> <b>05/31/23:</b> CC presented a sample version of the RIDE master project budget and the associated construction costs. PMA spoke again about ineligible costs and advised that as the project develops the Master Project Budget will be developed.</p> <p><b>Ineligible Costs:</b> There was a question from the committee regarding ineligible costs. PMA reviewed the slide and advised that ineligible costs will be identified as the project develops and as the total project budget is developed. The goal of the project is to maximize the reimbursement for the district. AR advised that since this is a HS, that including the central administration building as part of the HS would be reimbursable under RIDE guidelines/regulations and it is something that the district should investigate.</p> <p><b>RIEBF:</b> The committee asked if REIBF funding would be a possibility. The committee noted that East Providence received funds through this program for their new school. PMA advised that this will be further discussed and may be discussed with RIDE on the 6/1 Thursday call.</p>

### MISCELLANEOUS

Item	Action	Notes
05/31/23:10	PMA/SBC	<p><b>Project Communication/Community Outreach:</b> <b>05/31/23:</b> CC presented a high-level overview of the type of communication that has been very successful in other districts (websites/social media/flyers/video/attending events). PMA showed samples of information handouts, setups at community events, and sample tax information that can be interactive via website.</p>
05/31/23:11	Record	<p><b>Public Comment/Questions:</b> <b>05/31/23:</b> None.</p>
05/31/23:12	Record	<p><b>Adjournment:</b> Meeting adjourned at 10AM</p> <p><b>Next Meeting Date: June 15, 2023 @830AM</b></p>

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.