

BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES

PROJECT: Bristol Warren Regional School District
LOCATION: Reynolds Building, 1st Floor Conference Room

MEETING DATE: November 16, 2023

ATTENDEES:

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

Item	Action	Notes
05/31/23:01	SBC	Open Meeting: Update 11/16/23: Attendance noted above. 7 members present. Meeting called to order at 8:32AM by CC.
05/31/23:02	SBC	Public Comments: Update 11/16/23: No public comment in this meeting.
05/31/23:04	SBC	Approval of Minutes: Update 11/16/23: Approval of minutes from 11/02. Motion: AM Seconded: AR Discussion: None. Vote: All in Favor (7 Yes, 0 No, 0 Abstain).

DESIGN

Item	Action	Notes
05/31/23:06	PMA/PE	Stage II Update: Update 11/16/23: PMA presented RIDE Stage II Progress Update. Progress since the last meeting is as follows: AE/OPM Weekly Coordination meetings, 11/07 Referendum Vote (Successful), 11/14 Stage II Response sent to RIDE. PMA also presented the DRAFT preventative maintenance plan that was submitted as part of the RIDE Stage II response. Upcoming items for Stage II include: CESE Approval of Stage II (TBD in December)
07/27/23:01	PE	Design Updates: Update 11/16/23: PE presented updated renovated typical pre-k classroom with dedicated play space for Rockwell, the improved Bus Route & Play Area at Hugh Cole, a DRAFT MHHS circulation pattern for final condition of both vehicle and pedestrian. PE also presented the initial MHHS solar study and wind study that is ongoing. The next steps for the stormwater design remain open and include existing conditions, delineation of wetlands, site walks with abutters, conduct additional test pits, develop full stormwater management plan, local and state permit process with Town of Bristol and RIDEM.

SCHEDULE

Item	Action	Notes
05/31/23:08	PMA	Master Project Schedule: Update 11/16/23: PMA reviewed upcoming important dates and meetings. PMA presented the milestones for the completion of the SD phase, followed by the milestones for the Design Development phase. PMA also reviewed the DRAFT RFP for commissioning services for the project and advised that this will be reviewed with the district.
05/31/23:09	ALL	Key Dates: Update 11/16/23: 19Dec23: RIDE Stage II Approval Target. 30Jun24: Construction Contract Award deadline to qualify for housing aid incentives (RIDE legislative update).

BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	Project Budget: Update 11/016/23: PMA runs through a project budget and cashflow update. This was also shown by each project. PMA presented a high-level concept of the reimbursements flow chart.

MISCELLANEOUS

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	Project Communication/Community Outreach: Update 11/16/23: No community outreach at this time. Next project updates for website will be in two weeks.
08/24/23:01	ALL	Similar School Tours: Update 10/5/23: There was a question from a citizen if members of the public could attend any of the potential tours. Update 10/19/23: PMA notes a poll was sent out to the SBC for potential touring dates. Update 11/02/23: Still waiting for dates currently. 11/16/23: AR is looking to schedule these tours after the holidays.

05/31/23:11	Record	New Business: Update 11/016/23: It was noted that CRMC has the jurisdiction on Hugh Cole. PE will review and reach out to schedule a meeting. PE advised that the intent is to remain in the same footprint and not add unnecessary reviews. PE will also need to check in regarding the easement of Rockwell.
05/31/23:12	Record	Adjournment: Update 11/16/23: Next meeting date on December 14 th , 2023 @ 8:30AM Motion: SCa Seconded: AM Discussion: None Vote: 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: November 29, 2023