

**BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES**

**PROJECT:** Bristol Warren Regional School District  
**LOCATION:** Mount Hope High School Cafeteria

**MEETING DATE:** July 18, 2024

**ATTENDEES:**

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| <p><b>SBC (Voting):</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Ana C. Riley (AR)</li> <li><input checked="" type="checkbox"/> Steve Contente (SCo)</li> <li><input checked="" type="checkbox"/> Danielle Carey (DC)</li> <li><input type="checkbox"/> Steve Calenda (SCa)</li> </ul> <p><b>PMA:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Chad Crittenden (CC)</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"/> Nel Daws (ND)</li> </ul> <p><b>Guests:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Carly Reich (CR)</li> <li><input type="checkbox"/> Keri Cronin (WTC) (KC)</li> <li><input type="checkbox"/> Sarah Bullard (SB)</li> <li><input type="checkbox"/> Jessica Almeida (JA)</li> <li><input type="checkbox"/> John Hanley (WTC) (JH)</li> <li><input type="checkbox"/> Kristin Couto (KC)</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Adam McGovern (AM)</li> <li><input checked="" type="checkbox"/> Brian Sullivan (BS)</li> <li><input checked="" type="checkbox"/> Tim Sweeney (TS)</li> </ul> <ul style="list-style-type: none"> <li><input type="checkbox"/> Chris Loeffler (CL)</li> <li><input type="checkbox"/> Mark McCarthy (MM)</li> <li><input checked="" type="checkbox"/> Kris Bradner (KBr)</li> <li><input checked="" type="checkbox"/> Matthew Cabral (MC)</li> <li><input type="checkbox"/> Nicky Piper (NP)</li> <li><input checked="" type="checkbox"/> Peter Hewett (PH)</li> <li><input type="checkbox"/> Christy Belisle (CB)</li> <li><input type="checkbox"/> Brandt Heckert (WTC) (BH)</li> <li><input checked="" type="checkbox"/> Brian Wheeler (BW) (Warren DPW)</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 checked="" type="checkbox"/> Ed Tanner (ET)</li> </ul> <ul style="list-style-type: none"> <li><input type="checkbox"/> Walter Hartley (WH)</li> <li><input checked="" type="checkbox"/> Lisa Pecora (LP)</li> <li><input type="checkbox"/> Jess Farber (JF) CMTA</li> <li><input type="checkbox"/> Dianne Sanna (DC)</li> <li><input type="checkbox"/> Kathryn Brown (KB)</li> <li><input type="checkbox"/> David Scarpino (DS)</li> <li><input type="checkbox"/> Nathan Calouro (NC)</li> <li><input type="checkbox"/> Nina Murphy (NM)</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Frank Caliri (FC)</li> <li><input type="checkbox"/> Dennis Morrell (DM)</li> <li><input checked="" type="checkbox"/> Aaron Ley (AL)</li> </ul> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Nicholas Hull (NH)</li> <li><input type="checkbox"/> Robert Bell (RB)</li> <li><input type="checkbox"/> Joe Culotta (JC)</li> <li><input type="checkbox"/> Greg Spiess (GS)</li> <li><input type="checkbox"/> Craig Evans (CE)</li> <li><input type="checkbox"/> Carl Carolli (CCa)</li> <li><input type="checkbox"/> Bart Ferris (BF)</li> </ul> |
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**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Update 07/18/24:</b> Attendance noted above. 9 members present. The meeting was called to order at 8:33AM by CC. TS arrived late and missed all votes.
05/31/23:02	SBC	<b>Public Comments: Update 06/20/24:</b> No public comment in this meeting.
05/31/23:04	SBC	<b>Approval of Minutes:</b> Approval of minutes from 06/20/24. <b>Motion:</b> AM <b>Seconded:</b> FC <b>Discussion:</b> None. <b>Vote:</b> (9 Yes, 0 No, 0 Abstain). All in favor. TS missed vote.

**DESIGN**

Item	Action	Notes
01/11/24:01	PMA/PE	<b>Stage III Progress Update: Update 07/18/24: General Project Update:</b> PMA shares a progress update and briefly goes over the meeting we have held since the last SBC meeting and what is upcoming. CC notes only open action for RIDE at this time is the chevron parking that has been posted to the school committee agenda for August. CC notes there is early site work happening at Rockwell that will be discussed further along in the meeting.
07/27/23:01	PE	<b>Design Updates: Update 07/18/24:</b> LP speaks the BWRSD PE work plan and notes important dates and submissions. LP notes PE is working on permitting now. LP also notes they will be submitting a new work plan in September for the next phase (CD's). AM asks if the EOR has submitted anything for the basis of design? CC says the design is system specific but there is something in the specifications for each system.

**SCHEDULE**

Item	Action	Notes
05/31/23:08	PMA	<b>Master Project Schedule: Update 07/18/24:</b> PMA reviewed upcoming important dates and meetings. PMA presented the milestones for the completion of the Design Development Phase.
05/31/23:09	ALL	<b>Key Dates: Update 07/18/24:</b> <b>07/22/24 - School Committee Meeting and Approval of DD Package</b> <b>08/08/24 - Next School Building Committee Meeting</b>

**BUDGET**

Item	Action	Notes
05/31/23:09	PMA/SBC	<b>Project Budget: Update 07/18/24:</b> CC shares an update on the project budget. DD estimates were received last week and an all-day meeting was held for reconciliation. The two estimators used PM&C (Perkins Eastman) and Ellana (PMA). CC notes we take the estimates and reconcile them line by line to understand where the deltas are between the two and compare the costs and quantities. CC shares the SD vs DD cost comparison and notes we are within 1% of the SD number on the lower side. CC notes Ellana is the check estimate, and their numbers were within the 5% of PM&C the estimate of record. Tax Impact Calculator: CC notes the town has re-run the numbers with all of the new factors and numbers that we have seen. CC notes the impact has decreased for both of the towns. CC notes the new numbers came down a little bit for Bristol and Warren dropped from \$0.83 to \$0.48 cents per thousand. CC notes

		<p>we will take the average single family home for Warren that has recently changed and update the tax impact calculator. SCo notes this is not for this current year, this is for 2028 right? CC confirms this is correct. CC notes you don't need to borrow the full amount right now and this is taken into consideration on the calculator. CC notes it is based on the 2025 numbers, but we do not have the budgets for 2028. This table shows that the tax impact would be today. PH asks if the tax impact calculator shows the money above the \$157M approved by RIDE and CC notes yes it's for the entire \$186M as was the last tax calculator that was shared with the public. Right now we are running almost entirely on Paygo. The districts borrowing needs are very minimal right now due to PayGo. If you don't borrow your not paying interest. Make sure to put on Project Completion. This is if the project was completed today what the tax rate impact would be today. Looking to have the same impact as September of 2023 be the same as now. CC shares an update on the cashflow. CC notes it is a little lower than anticipated because there are contingencies built into the budget that we did not end up spending but we are right on track. No concerns. DD submission will happen after the SC meeting next week.</p>
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**MISCELLANEOUS**

Item	Action	Notes
05/31/23:10	PMA/PE/SBC	<b>Project Communication/Community Outreach: Update 07/18/24:</b> Not discussed in this meeting.
05/31/23:11	Record	<p><b>New Business: Update 07/18/24:</b>  <b>Rockwell Early Sitework Package:</b> CC shares the current drainage work happening at Rockwell. CC notes it is 4 area drains and approximately 140lf of drainage piping. SCo asks if the tree was affected with this early work and WH confirms the contractor did not harm the tree or the roots and it is in the contract documents to protect it. CC shares some pictures of the progress happening. CC notes the contractor vacuumed the existing structures and removed any debris that was in there. CC notes the contract deadline is 8/9 but they should be done well before that.</p> <p><b>Value Management Exercise:</b>  Track and Field Scope Add Alternate: CC shares a general overview of the add alternate for the new athletic track.</p> <p>Omit added fill below building elevation: Would be for including a sewer lift station added in lieu of bringing the entire elevation of the school up. SCo asks if it is cheaper to run a gravity line down to Naomi street? LP notes she ran a study based on what they received and the only location they could get to was Chestnut Street and we cannot gravity feed anywhere without raising the building up or adding a pump station but this was looked at. CC notes it would be about \$800K of savings, FC notes the lift station will inevitably fail at some point and there are maintenance costs. LP notes there is going to be more costs in the future if the building is raised because of access and egress and ADA issues that we will see as we get more involved. ET asks if it is one lift station for the whole school? LP notes it will be one for the entire site, will still have grease trap and neutralization tanks but it will all connect to the lift station. CC notes CHPS requires low flow fixtures and having the lift station will allow more vertical runs and will help with flow. FC notes there are multiple pumps in their current lift station. LP notes they priced a 2-3 pump system currently and that is included in the current price. AR thinks this should be taken. Remove raising the building. All in agreement.</p> <p>Reduce Milling and Overlay – new info available and asphalt doesn't have to be so thick. Easy savings, accept.</p> <p>Resilient at Rockwell – Could be funded outside of the project and would be easy savings. DC working on outside funding for this work, recommendation is to remove it from the project.</p> <p>Radon Mitigation Piping – CC notes no known Radon issues currently in the high school and this savings is for removing the full system that may not be needed in the design. CC notes it would still include the sumps and chases for future radon issues if they arise. Decline to add piping and would carry an allowance for the sumps.</p> <p>SCo worries about the cost of water in the future for irrigation the fields. Wants to be sure the design is prepared for the future. KB will talk to civil engineer about stormwater harvesting and worries about grades and how water is going to be used in the system. CC notes there is an irrigation well carried in the alternate and will not use the town water. JD notes there are challenges with using captured water, still needs to be treated if used.</p> <p>SCo asks if the sprinkler system if adequate in Hugh Cole is good or if it needs new piping? LP notes their engineers have looked into this and note that what was shared in the Jacobs report was incorrect and their team of engineers has looked into this and confirmed that was wrong. Matt Cabral notes he would like to see this stamped by an engineer that this system is sufficient. MC notes if its an issue it will need to be addressed as part of the project. LP will need to get a letter noting that this is installed correctly but one</p>

		area has rust that needs to be replaced. LP and PE will need to provide a letter for Warren and also the Fire Protection subcontractor.
05/31/23:12	Record	<b>Adjournment: Update 07/18/24:</b> Next meeting date is 8/8 <b>Motion to adjourn</b> made at 9:24. <b>Motion: SCo Seconded: AM Discussion: None Vote: All in favor (10 Yes, 0 No, 0 Abstain)</b>

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:** July 18th, 2024