

Lunenburg School Building Committee

Date:	06/17/13
Location:	Lunenburg Town Hall
Time:	7:00 PM
Next Meeting:	7/24/13 7:00 PM



	Name	Association/Title	Affiliation
✓	Loxi Jo Calmes	Lunenburg Superintendent of Schools, LSBC	(LSBC)
✓	Michael Mackin	Lunenburg School Committee, Chair	(LSBC)
✓	Colleen Shapiro	Lunenburg School Committee, LSBC Member	(LSBC)
x	Dave Matthews	BOS Representative, LSBC Member	(LSBC)
✓	Nathan Lockwood	Planning Board, LSBC Member	(LSBC)
✓	Mark Erickson	Finance Committee, LSBC Vice Chair	(LSBC)
✓	Mike Barney	Citizen, LSBC Member	(LSBC)
✓	Brian Frank	Citizen, LSBC Member	(LSBC)
✓	Kerry Speidel	Town Manager, LSBC (non-voting member)	(LSBC)
✓	John Londa	Director of Facilities, LSBC (non-voting member)	(LSBC)
✓	Brian Spadafino	LHS Principal, LSBC (non-voting member)	(LSBC)
x	Tim Santry	LMS Principal	(LSBC)
✓	Charles Hay	Principal-in-Charge, Tappé Associates	(Tappé)
x	Cesar Dedios	Senior Associate, Tappé Associates	(Tappé)
✓	Damian Liddiard	Project Architect, Tappé Associates	(Tappé)
✓	Greg Cohan	Joslin, Lesser + Associates	(JLA)
✓	Christine DePalma	Joslin, Lesser + Associates	(JLA)
x	Jeffery Luxenberg	Joslin, Lesser + Associates	(JLA)

Discussion

1 Call to Order

Michael Mackin, Chairperson of the Lunenburg School Building Committee (LSBC), called the meeting to order at 7:00 PM.

2a. Meeting Minutes

Joslin, Lesser + Associates (JLA) distributed the meeting minutes from the prior meeting held on May 8, 2013.

Motion: The LSBC moved to approve the meeting minutes from the May 8, 2013 meeting. The motion passed unanimously.

2b. Project Invoices

Greg Cohan from JLA presented for approval copies of Joslin, Lesser + Associates and Tappé Associates May 2013 Invoices.

Motion: The LSBC moved to approve the Joslin, Lesser + Associates and Tappé Associates May 2013 invoices. The motion passed unanimously.

2c. Design Status Update

Charles Hay from Tappé Associates, provided the School Building Committee with an update on the project's design. Since the Committee last met in May, Tappé has made significant progress on developing the project's schematic plans. Mr. Hay reviewed updated plans with the Committee and welcomed feedback. Mr. Hay noted that Tappé will be making some adjustments to the plans based on feedback gathered at workshops held earlier in the day with school teachers, staff, and administration. He also noted that Town regulatory officials would have an opportunity to review the plans on June 18. Mr. Hay also distributed some initial massing diagrams and explained that the concepts shown begin to define building character. Mr. Hay noted that the plans will continue to be developed over the next couple of months so that they can be provided to estimators for costing.

Discussion

2d. MSBA Local Actions and Approval Certification

Christine DePalma from JLA provided LSBC members with a copy of the Preferred Schematic Report Supplement that was submitted to the MSBA on May 13, 2013 (attached to the meeting minutes). Christine mentioned that the MSBA has requested that the LSBC submit a Local Actions and Approval Certification to acknowledge that it has reviewed and approved the report supplement submitted.

Motion: The LSBC voted to approve the Preferred Schematic Design Report supplement for the Lunenburg High School project. The motion passed unanimously.

2e. Construction Manager Prequalification/Selection Committee

The School Building Committee voted to establish a Construction Manager at Risk Prequalification/Selection Committee. Members include: Dave Matthews, Mark Erickson, and John Londa in addition to Greg Cohan from Joslin, Lesser + Associates and Charles Hay from Tappé Associates. The Selection Committee will review and evaluate submitted CM at Risk qualifications; interview the firms which submit full proposals; and recommend the top-ranked firm for the CM at Risk contract. The School Building Committee will vote to approve the CM at Risk contract to the top-ranked firm at its July meeting.

2f. Rich Cohen, LSBC Member - Resignation Letter

Due to a conflict of interest, Rich Cohen, LSBC Member, submitted his resignation to the LSBC (Rich will begin teaching at Lunenburg High School in the fall). The LSBC thanked Rich for his service and will begin to recruit a new member and will provide the MSBA with an updated membership list once confirmed.

2g. Upcoming Meetings

Meeting with Town Regulatory Officials – June 18, 2013
Educational Technology Workshop – June 18, 2013
Working Group Meetings (to be confirmed)
LSBC Meeting – July 24, 2013

2h. Community Outreach Efforts

The School Building Committee plans to hold a public forum on the project in the Fall of 2013. At any time, members of the School Building Committee are available to meet with members (individuals and groups) of the public interested in learning more about the project. Please reach out to Mike Mackin, School Building Committee chairperson for more information.
The meeting was filmed and can be viewed on the District's YouTube channel.

2i. Other Business

There was no other business.

3. Adjournment

The meeting was adjourned at 7:51pm.

These meeting minutes were prepared by Joslin, Lesser + Associates. Please notify Joslin, Lesser + Associates within 48 hours of receipt of this document regarding any required corrections or clarifications.