

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: 5- Funding the Project

Project No: 202000640305
Meeting Date: 05/07/2024
Time: 6:30 PM
Prepared By: E. Grijalva

Meeting Agenda

1. Call to Order & Number of Voting Members
2. Previous topics & MM for Approval
3. Invoices and Commitments for Approval
4. MSBA Update
5. Other topics not reasonably anticipated 48 hrs prior to meeting
6. Public Comment
7. Next Meeting
8. Adjourn

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Moran*	PBC Member
Michael Ward*	PBC Member- Town Admin
Brian Delorey*	PBC Member
Chris Magliozzi*	PBC Member & Vice Chair
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant PM
Peter Caruso	LPA A – Project Manager
Beth Paulson	Fontaine Bros- Project Manager

***PBC Voting Members**

Item No.	Description	Action
27.1	<p>Call to Order & number of voting members present 6:35pm meeting was called to order by PBC Chair C. McGown with 6 of 7 voting members in attendance.</p>	Record
27.2	<p>Previous Topics & Approval of April 9,2024, Meeting Minutes:</p> <p>A motion to approve the April 9, 2024, previous meeting minutes was submitted by S. Meyer and seconded by M. Moran.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
27.3	<p>Invoices and Commitments for Approval</p> <p>Invoice 1: DWMP April Invoice, in the amount of \$6,600.00 A motion was made by S. Meyer and seconded by M. Moran to approve the DWMP Invoice.</p> <p>Discussion: T. Elmore states this is the final invoice for this phase.</p> <p>Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
	<p>Invoice 2: LPA A April Invoice, in the amount of \$43,750.00 A motion was made by S. Meyer and seconded by B. Delorey for the approval of LPA A April Invoice.</p> <p>Discussion: P. Caruso clarifies the remaining balance of \$3,630.00 appears to be for traffic analysis related services. The traffic analysis proposal stated “time and material” indicating the remaining balance will not be invoiced. Confirmation is needed before conclusion.</p> <p>Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p>	
27.4	<p>MSBA Update</p> <p>T. Elmore shares an update from the Board of Directors Meeting.</p> <ul style="list-style-type: none"> • The MSBA meeting on April 24th resulted in positive news, the board voted in favor of the project, triggering the allocation of up to \$77,051,786. • While it's rare for projects to receive the full allocated amount, significant funding is anticipated. • The process is ongoing and expected to continue for approximately four more years. • Now awaiting the community vote on June 10th to proceed further. <p>Discussion: None</p>	Record
27.5	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting:</p>	Record

	<p>C. McGown comments due to time constraints, we couldn't incorporate it into the agenda, but there's an important matter to address: the invoice from SSV Architects, handling the Carriage House project. The invoice totals \$6,300.00, and we're seeking approval, given the gap in our recent meetings.</p> <p>M. Ward notes that the invoice reflects 18% billing progress for their Master Planning services. The entirety of the contract amounts to \$49,198.00.</p> <p>A motion was made by S. Meyer and seconded by M. Ward for the approval of SSV Invoice in the amount of \$6,300.00.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p>	
27.6	<p>Public Comment: Discussion: None.</p>	Record
27.7	<p>Next SBC Meeting: PBC/SBC Remote Meeting: June 18, 2024 @ 6:30PM</p> <p>Discussion: S. Meyer comments a committee is currently being formed to handle advertising, signage, and other promotional materials for the upcoming ballot in June. Although I'm not part of this committee due to restrictions, they anticipate an active campaign from this group in the coming weeks leading up to the vote. Additionally, representatives from LPA A, Dore & Whittier, and Fontaine Brothers are allowed to be present at the town meeting but are discouraged from delivering extensive presentations.</p> <p>C. McGown asks, what is the town share? T. Elmore states we've been estimating between \$60million to \$62.5million. At the end of the day the numbers are soft. We haven't ventured into the reimbursement with the geothermal with the solar component.</p> <p>C. McGown emphasizes the importance of transparently presenting the financial aspects of the new school project to the voting committee. The significant financial commitment required from the town, and the need for clear communication regarding the costs and benefits.</p> <p>M. Ward comments about a recent meeting, the feedback received from a park group at the city senior center. The group's appreciation for the information provided about the ongoing project, including updates via the website, public meetings, and PowerPoint presentations. The group did not express their stance on the project, they acknowledged feeling well-informed due to these efforts.</p>	Record
27.8	<p>Adjourn: 7:01PM A motion was made by C. Magliozzi and seconded by S. Meyer to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record

Sincerely,

DORE + WHITTIER

Elias Grijalva

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.