



**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

Project No: 202000640305
Meeting Date: 07/18/2023
Time: 6:30 PM
Prepared By: E. Grijalva

Name	Affiliation
Michael Ward*	Town Administrator -PBC Member
Steven Meyer*	Superintendent – PBC Member
Chris McGown*	Head of DPW - Chair of PBC
Chris Magliozzi*	Vice-Chair of PBC
Shane McCarthy	Teacher
Trip Elmore	DWMP
Elias Grijalva	DWMP
Peter Caruso	LPAA
Sean Brennan	LPAA
Phil Duffy	Director of Community & Econ. Dev.
Marie Letarte	Public

*PBC Voting Members

	Description	Action
14.1	Call to Order: 6:31 PM meeting was called to order by PBC Chair C. McGown with 4 of 7 voting members in attendance.	Record
14.2	<p>Renovation / Construction of the Library</p> <p>M. Latard updates the PBC on the library project that was approved by the Massachusetts Board of Library commissioners, and they required both town and select board approvals. It is a town project, and the town will need a permanent building committee like the Clinton Middle School building project. We would like to be added to the agenda from time to time to update the PBC on the progress of the library and possibly get feedback.</p> <p>M. Ward shares that the library board has hired a consultant and they are going to write the application for them as well as work on community outreach. They need to get input as to what is needed for the library, maybe this committee can give them some input.</p>	Record
14.3	<p>Senior Center Carriage Housing Painting Change Order</p> <p>Proposal: Fox Painting Co. change order proposal in the amount of <u>\$40,000.00</u></p> <p>A motion was made by <u>S. Meyer</u> and seconded by <u>C. Magliozzi</u> for the approval of the Senior Center Carriage Housing Painting Change order.</p> <p>Discussion: None. Roll Call Vote: S. Meyer (Y), C. Magliozzi (Y), C. McGown (Y), M. Ward (Y) Abstentions: None</p> <p>All in favor, motion passes to approve Senior Center Carriage Housing Painting Change Order.</p>	Record
14.4	<p>Previous Topics & Approval of June 20, 2023, Meeting Minutes: A motion to approve the 06/20/2023 meeting minutes was submitted by <u>M. Ward</u> and seconded by <u>S. Meyer</u>.</p> <p>Discussion: None. Roll Call Vote: S. Meyer (Y), C. Magliozzi (Y), C. McGown (Y), M. Ward (Y) Abstentions: None</p> <p>All in favor, motion passes, June 20, 2023, meetings are certified as approved.</p>	Record
14.5	<p>Invoices and Commitments</p> <p>Invoice 1: DWMP Invoice #011, for the month of June, in the amount of <u>\$15,000.00</u></p> <p>A motion was made by <u>M. Ward</u> and seconded by <u>C. Magliozzi</u> for the approval of the DWMP June invoice.</p>	Record

	<p>Discussion: None. Roll Call Vote: S. Meyer (Y), C. Magliozzi (Y), C. McGown (Y), M. Ward (Y) Abstentions: None</p> <p>All in favor, motion passes to approve DWMP June invoice.</p> <hr/> <p>Invoice 2: LPA A Invoice #006, for the month of June, in the amount of <u>\$31,445.00</u></p> <p>A motion was made by <u>C. Magliozzi</u> and seconded by <u>S. Meyer</u> for the approval of the LPA A June Invoice.</p> <p>Discussion: None. Roll Call Vote: S. Meyer (Y), C. Magliozzi (Y), C. McGown (Y), M. Ward (Y) Abstentions: None</p> <p>All in favor, motion passes to approve LPA A June invoice.</p>	
14.6	<p>PSR SUBMISSION</p> <p>T. Elmore shares some important dates and upcoming meetings.</p> <ul style="list-style-type: none"> • 06.27.2023 -PSR Submitted to MSBA • 07.19.2023 – Pre- Facilities Assessment Subcommittee Meeting <ul style="list-style-type: none"> ○ Running through the process of the FAS meeting ○ Boilerplate that describes the next steps after approval • 08.02.2023 – Facilities Assessment Subcommittee • TBD – Preferred Schematic Conference Call with District Board • 08.30.2023- Approval date expected to move forward into schematic design. <p>Discussion: T. Elmore shares that in Module 4, we further define elements of the building and start the process of developing a real schedule, a real budget, drawings with layouts, and much more details. After the conclusion of Module 4, we go into funding the project, which should take place in June of 2024.</p>	Record
14.7	<p>Facilities Assessment Committee Update</p> <ul style="list-style-type: none"> • The Facilities Assessment Subcommittee meets to hear district presentations regarding proposed projects and provide feedback to districts before the project is presented to the Board. The Project Management Subcommittee meets to review audit appeals for MSBA projects. • Districts with projects requiring Board approval for a preferred schematic design and/or project scope and budget will be asked to present information about the project at a Facilities Assessment Subcommittee meeting in advance of the Board meeting at which the project vote will occur. <p>Discussion: None</p>	Record

14.8	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting.</p> <p>Discussion: S. Meyer shares that in the next couple of months, two big topics we'll be discussing are the New Energy Code and whether we will go Design Bid Build or Construction Manager (CM) @ Risk.</p> <p>T. Elmore states that he anticipates that at our next school building committee meeting we will address the New Energy Code, New Stretch Code, and New Mass state building code. The Green Engineer would participate in those meetings to allow a forum where we could ask questions and get them answered regarding these topics. This is new to the industry in the state of Massachusetts and all the design professionals are trying to figure it out. There are still lots of questions.</p> <p>M. Ward asks if there will be any information provided for the CM @ risk, like a list of Pros and Cons or a presentation.</p> <p>T. Elmore replies that we have a presentation of the pros/cons and various benefits that each can bring to the table. We're anticipating the CM @ Risk discussion will take place in the month of September, with the idea of bringing a CM on board by the end of the year, so that they could participate in the Schematic Design evaluation, which includes both the estimate as well as the phasing and scheduling of the work.</p>	Record
14.9	<p>Public Comment: Discussion: None</p>	Record
14.10	<p>Next Meeting:</p> <ul style="list-style-type: none"> 08.22.2023 - CMS Building Committee Remote @ 6:30PM <p>Discussion: S. Brennan shares that given our current work plan and design review, we do foresee the need for a meeting for the next three months. We have some big items we want to share, obviously, sustainability, CM @ Risk, updated building plans, layouts, and material selections.</p>	Record
14.11	<p>Adjourn: 7:01 PM A motion was made by <u>S. Meyer</u> and seconded by <u>C. Magliozzi</u> to adjourn the meeting.</p> <p>Discussion: None. All in favor, the meeting is adjourned.</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.