

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: 4- Schematic Design

Project No: 202000640305
Meeting Date: 02/20/2024
Time: 6:30 PM
Prepared By: E. Grijalva

Meeting Agenda

1. Call to Order & Number of Voting Members
2. COA Carriage House Design Contract
3. Previous topics & MM for Approval
4. All Boards Meeting Update
5. VE Items & vote to accept landscape VE
6. Project Budget Update
7. SD Review & Approval to submit to MSBA
8. Next steps: Public Outreach
9. Other Topics not Reasonably Anticipated 48 hours prior to the meeting
10. Public Comment
11. Next Meeting
12. 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
Brian Farragher	CMS Facilities Director
Brendan Bailey	CMS SC Chair
Matthew Varakis	CMS SC Vice Chair
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant PM
Peter Caruso	LPA A – Project Manager
Jamie Blume	Fontaine Bros- Project Ex.
Chelsey Mutrie	Fontaine Bros – VP of Precon.

***PBC Voting Members**

Item No.	Description	Action
24.1	<p>Call to Order & number of voting members present 4:04pm meeting was called to order by PBC Chair C. McGown with 6 of 7 voting members in attendance.</p>	Record
24.2	<p>COA Carriage House Design Contract</p> <p>C. McGown remarked that this matter had already been addressed during our previous Permanent Building Committee Meeting and no additional information is available at this time. Discussion: None</p>	Record
24.3	<p>Previous Topics & Approval of February 6 ,2024, Meeting Minutes:</p> <p>A motion to approve the February 06,2024 meeting minutes was submitted by S. Meyer and seconded by M. Moran.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: C. Magliozzi; All in favor, motion passes.</p>	Record
24.4	<p>All Boards Meeting Update</p> <p>T. Elmore comments that the meeting had a good turnout, all questions from various boards and the community were addressed, and the project costs were significantly lower than projected in the feasibility study.</p> <p>S. Meyer notes that there were some concern neighbors from the South Main area worried about construction vehicles and entrance access, which was addressed before and during the presentation. Discussion: None</p>	Record
24.5	<p>Value Engineering (VE) Items & vote to accept landscape VE (refer to meeting packet for a list of identified VE items)</p> <p>T. Elmore highlights the list of potential cost reductions identified during the project estimation. We are proposing a 30% reduction amounting to approximately \$320,000.00. We are seeking the committee's approval to proceed with this cost-savings measure and ensure it's documented as a valuable engineering item for the Schematic Design submission.</p> <p>A motion to approve the landscape value engineering items was submitted by S. Meyer and seconded by M. Moran. Discussion: C. Magliozzi asks is this motion for just the landscape reduction or the other value engineering items as well? T. Elmore confirms this is strictly for landscape reduction.</p> <p>Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y) Abstentions: None; All in favor, motion passes.</p>	Record

<p>24.6</p>	<p>Project Budget Update</p> <p>T. Elmore notes that there was a recent change in the budget from the last meeting. The core academic ineligible square footage increased from 50 to 500 square feet. The additional 450 square feet is deemed ineligible. The adjustment resulted in a reduction of the facilities grants by approximately half a million dollars, consequently increasing the local share by the same amount. Thus, the initial local share presented was 61.3 million, it now stands closer to 61.8 million. It's important to note that these figures are subject to change as negotiations with the MSBA progress over the next month.</p> <p>Discussion: S. Meyer asks what did the MSBA cut off? T. Elmore states the makerspace of the library, the MSBA deem the space to be ineligible.</p>	<p>Record</p>
<p>24.7</p>	<p>Schematic Design (SD) Review & Approval to have DWMP & LPA A submit SD Package to the MSBA (vote expected)</p> <p>A motion was made by S. Meyer to approve the Clinton Building Project Schematic Design Budget and Submission by the OPM and Design Team to the MSBA, 2nd by B. Delorey.</p> <p>Discussion: M. Ward asks when the MSBA assesses the Schematic Design package, will they make changes or amendments to the design or budget, or is it more like a review process which simply involves either approving or rejecting it outright? T. Elmore replies, during the discussions with the MSBA, the focus would primarily be on clarifying any spaces they have questions about regarding eligibility, which influences the budget allocation. The MSBA typically does not engage in other aspects of the project at this stage.</p> <p>Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y) Abstentions: None; Vote results: (6) in Favor, (0) Oppose, (0) Abstain; Motion: <u>Passes</u> / Fails</p>	<p>Record</p>
<p>24.8</p>	<p>Next Steps: Public Out</p> <p>T. Elmore highlights the importance of preparing for the next steps after working with the MSBA over the next month. He emphasizes the need to inform the public and address any potential questions or misinformation accurately. The team will provide support, as they are all invested in the project's success.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> • Update FAQ document. • Add user friendly links to current information on websites. • Work with PTA • March 15 - Dr. Meyer on Chamber of Commerce TV Show • Upcoming Community Events 	<p>Record</p>

	<p>DWMP, LPA A , & Fontaine are available for “support of;</p> <ul style="list-style-type: none"> • Upcoming Events in the Town of Clinton • Support in generating the facts about the project. • Answering any community questions <p>Discussion: M. Varakis suggested the idea of pre-recording a presentation with key slides and voiceovers to distribute widely, aiming to combat misinformation and ensure factual understanding among the public. T. Elmore emphasizes the importance of having local community members represent the project data, rather than relying on consultants. A recent incident at the Whittier vocation school, where the contractor involvement in campaign efforts for a favorable vote was met with disapproval from the community. The community voices must be at the forefront of the project presentations and discussion to maintain trust and credibility. C. Magliozzi requests a guide on what the committee are allowed to do and what we are not allowed to do, in terms of advocacy. T. Elmore states he will look into it.</p>	
24.9	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting: Discussion: None</p>	Record
24.10	<p>Public Comment: Discussion: None.</p>	Record
24.11	<p>Next SBC Meeting: ➤ PBC/SBC Remote Meeting: March 12, 2024 @ 6:30PM</p>	Record
24.12	<p>Adjourn: 7:14 PM A motion was made by S. Meyer and seconded by C. Magliozzi to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), 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.