

January 12, 2010, 3:30 PM, Meeting held at the Searles Building, 2nd Floor Conference Room
MEETING NOTES

Committee Members Present: See attached sign-in sheet

Guests Present:

Nancy Goodwin	NG	Finegold Alexander and Associates (FA+A)
Jim Alexander	JA	Finegold Alexander and Associates (FA+A)
David Breen	DBre	KBA/Trident - OPM
Mary Mahoney	MM	KBA/Trident - OPM
Dan Bradford	DBra	KBA/Trident - OPM

Item No.	Item	Description
1.	Call to Order	The meeting was called to order at 3:35 PM by the Chair, Suzanne Lamoureux. (SL)
2.	Approval of meeting notes from 1/5/10	Motion made by Arthur Nicholson (AN) to accept the meeting notes, seconded by George Kazanjian (GK). Unanimous vote in favor.
3.	Feasibility Study Feedback from MSBA	MSBA feedback update DBra indicated that MSBA has not forwarded any written comments about the space summary and NG indicated that there has been no response to the feasibility study package that was submitted to MSBA on 12/30.
4.	Schematic Design Progress	Program Analysis In an effort to refine the program requirements for each department, NG indicated that meetings with department heads, school administration and the OPM continued last week including meetings with Vocational, Physical Education, Food Service, Media, Science and Performing Art. Several points made at meetings included: <i>Science</i> – discussed and settled on several space and lab adjacencies and the greenhouse has been reduced from a classroom to a bump out on a lab. <i>Food Service</i> – FA+A introduced their food service consultant, Crabtree and McGrath to the project and they settled on the space operations, the equipment needs and circulation requirements for the payment method. <i>Media</i> – Systems and materials were reviewed with the Media Consultant hired by FA+A. The media production will be removed from being within the media center. FA+A will be generating a layout for the media center in the near future. Design Approach JA discussed the design approach being utilized. He indicated that the existing building could look very “humble” adjacent to the new addition so therefore, the existing building needs to be made to look better. The intent is to make the new and older pieces blend together as opposed to having an addition slammed into the existing building in a disjointed manner. New elements that will be injected into the older building to make the spaces more dynamic will include interior light shafts and larger windows on the exterior that will be similar to those on the addition. Phasing DBra reported that the OPM has received feedback from modular companies regarding costs for temporary classrooms. The OPM has also made contact with several building owners in the city who have leased space available that may serve as temporary classroom space. The OPM has requested pricing for the space and will report in on this option at the next meeting.
5.	Project Budget	DBra indicated that an independent estimator has been engaged by KBA/Trident to evaluate the estimate that was submitted by FA+A's estimator, Faithful & Gould. A preliminary report has been completed and a meeting is being scheduled between the two estimators, FA+A

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5.	Project Budget (continued)	and the OPM in order to reconcile the amounts and to make sure that values, scope and assumptions are comparable between the two estimates.
6.	Invoices	Invoice #11 for the OPM was presented by SL. A motion to approve payment for this invoice was made by AN, seconded by Robert Vogler and voted unanimously in favor.
7.	Other Business	<p>Hazardous Materials Reports DB indicated that the hazardous material report has been completed and two copies were delivered to SL. Generally, the report was the result of sampling of all interior and exterior surfaces that were accessible. No destructive testing was done. The results were fairly normal for a building constructed in the 1970's including positive results for asbestos found in the mechanical pipe insulation and in floor tile. The hygienist has been requested to come and sample the field house flooring to verify the presence of mercury.</p> <p>DBra indicated that the hygienist has also submitted an AHERA report and two copies of that were delivered to SL. One copy is to be stored at the superintendent's office and the other should be on site with the principal.</p> <p>Green initiative considerations Robert Vogler asked whether the design has considered green initiatives including geothermal and PV cells. JA indicated that green initiatives will be reviewed and that available grants will be presented as well. The Mayor mentioned that there are some possible grants being considered by the city as well that, if available, will be an option for consideration for the high school project.</p> <p>Variance from the State Building Code JA reported that there will be a letter from FA+A to the committee recommending that a variance be sought from the state building code that applies to the need to provide fire separation/ratings for the existing building.</p> <p>Next Meeting The next meeting is scheduled for Tuesday, January 26, 2010 at 3:30.</p>
8.	Adjourn	Motion made by Robert Vogler to adjourn, seconded by Arthur Nicholson. Unanimous vote in favor to adjourn at 4:01 PM.

To the best of my knowledge, these notes are a fair representation of the issues and items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer.

Submitted by: Daniel P. Bradford, AIA