

East Bridgewater High School Building Committee



Meeting No. 19

Date & Time: 7:00 pm Monday 14 February 2011
Location: East Bridgewater High School Library

Attended (✓) Name, Affiliation

East Bridgewater High School Building Committee

✓ David Floeck, Co-Chair	Thomas Hamilton
✓ Ryon Pratt, Co-Chair	Elizabeth Hayes
✓ Patricia Coppola-Lugo	✓ George McCabe
✓ Susan T. Cote	✓ Theresa McNulty
Martin Crowley	✓ Cheryl Pooler
Domenic DeAngelo	✓ Paul Vieira
✓ John Haines	George Samia

RFWalsh Collaborative Partners:

✓ Joe Naughton
✓ Paul Kalous
✓ Allyson Toner
Inger Hamre-Foley

Ai3:

✓ Scott Dunlap
Jim Jordan
Troy Randall

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1. The meeting was called to order by co-chair Ryon Pratt at 7:08PM.

New Business

2. Joe Naughton revisited the project charter developed at the beginning of the project and presented the project schedule moving forward. Construction of the new school is scheduled to begin in October 2011.
3. Scott Dunlap discussed project items that will be coming up in the near future such as the prequalification process. The committee will need to hire a legal counsel to deal with legal matters on the project including bid protests. The legal counsel should specialize in public school building specifically. The HSBC will also need to develop a subcommittee to handle the prequalification process along with RFWCP.
4. Ryon Pratt indicated that all questions raised by the community should go through the entire committee so all members are aware of questions and so the question can be forwarded to the correct consultant.
5. Scott Dunlap indicated that a commissioning agent will be hired by the MSBA to review documents for building systems and equipment. This person will work during the construction of these systems and for one year following the completion of the new school to ensure systems are installed and users are properly trained.
6. DEP is asking for flow test for the systems and PARE will need to install meters. PARE will come to the next meeting on February 28th to discuss their proposal for additional design work for the wastewater treatment plant.
7. RFWCP and Ai3 recommended a bi-weekly Building Committee meeting schedule. Ryon Pratt accepted a motion to hold bi-weekly HSBC meetings pending alternative issues.

- a. Motion by - George McCabe
- b. Second by – Cheryl Pooler
- c. Vote – Unanimous

9. The HSBC will need to develop a chain in command for approving invoices and project adjustments/changes. Construction meetings will be held weekly and the Construction Manager will typically reserve the first few minutes to give a brief overview and address any issues at the time. Members from the committee should attend the meetings during this time so information can be properly communicated through the rest of the committee and the community.

8. The committee discussed the importance of having Superintendent Susan Cote as a voting member on the committee. RFWCP will confirm with MSBA to appoint Susan Cote as a voting member on the committee. The committee voted to appoint Susan Cote as a voting member on the High School Building Committee.

- a. Motion – Cheryl Pooler
- b. Second – George McCabe
- c. Vote - unanimous

9. Trish Lugo indicated that the Central School should be kept in mind during construction because it is in close proximity to the site.

Old Business

10. Ryon Pratt discussed comments made at Town Meeting regarding American made products. Scott Dunlap indicated language in the specifications that will encourage the general contractor to buy American made products. The new school is working towards LEED Gold which requires 1/3 of the products to be come from no further than a 500-mile radius. Also, there will be language in the specifications that will require the general contractor to demonstrate hiring opportunities within the Town of East Bridgewater.

11. The committee voted to approve Audio East Inc Invoice #4469 in the amount of \$1,925 for providing Audio and Simulcasting services at Town Meeting.

- a. Motion – Theresa McNulty
- b. Second – Cheryl Pooler
- c. Vote – Unanimous

12. The committee voted to approve RFWCP invoice No. 101017-04 in the amount of \$22,922.50 for Project Management services for the month of December 2010.

- a. Motion – David Floeck
- b. Second – Cheryl Pooler
- c. Vote – Unanimous

13. RFWCP and Ai3 Contract Documents will be discussed at the next meeting in order for the committee to review the documents and to give time for use of town funds to be authorized.

14. The committee voted to approve the minutes from Meeting #16 on January 19th, 2011.

- a. Motion – Theresa McNulty
- b. Second – George McCabe
- c. Abstentions – Cheryl Pooler

15. The committee voted to approve the minutes from Meeting #17 on January 24th, 2011.
 - a. Motion – Theresa McNulty
 - b. Second – David Floeck
 - c. Abstentions – George McCabe, Domenic DeAngelo, Cheryl Pooler

16. The committee voted to approve the minutes from Meeting #18 on January 31st, 2011.
 - a. Motion – Theresa McNulty
 - b. Second – George McCabe
 - c. Abstentions – Cheryl Pooler

17. David Floeck indicated that Peter Spagone has resigned as HSBC member. Mr. Spagone played a large role in gaining community support for the new school project. The committee voted to write a thank you letter for his efforts as HSBC member.
 - a. Motion - David Floeck
 - b. Second – Cheryl Pooler
 - c. Vote – Unanimous

18. Susan Cote reported that she, Theresa McNulty, and Michael Power attended the MSBA Board Meeting on February 9th, where the New East Bridgewater Jr./Sr. High School was formally voted on by the MSBA Board. The project had already been officially approved by the individual board members, but due to a snow storm, the formal meeting was postponed to the February Board.

19. Ryon Pratt indicated he is looking for a committee member to join him on the Public Information and Communication sub-committee. A designated group should attend monthly school committee meetings to inform members of the school community of project updates, to answer questions, and to give members the opportunity to weigh in on project issues. Susan Cote will add the new school project discussion on the agenda for School Committee meetings.

20. The meeting was adjourned at 9:05PM.
 - a. Motion – Theresa McNulty
 - b. Second – George McCabe
 - c. Vote – Unanimous

Future Meetings/Events:

Date	Time	Group	Location
28 Feb 11	7:00 PM	EBHSBC	EBHS Library
14 Mar 11	7:00 PM	EBHSBC	EBHS Library
28 Mar 11	7:00 PM	EBHSBC	EBHS Library

These notes will become part of the project record as written, unless corrections or additions are received in writing within 6 days of distribution.