

High School Building Committee Meeting Minutes

Meeting date: November 22, 2016

Members Present: Bill O'Neil, Earl Baumgardner, Glenn Kemper, Lisa O'Connor, Carol McLeod, Elisa Grammar, Kim Jackson, Joe Torrisi, Dena Trotta, Bill Daley, Stephanie Seeley, Mike Stevens, Wayne Adams, Greg Labrecque, Jeff Mulqueen, Greg Hadden, Jonathan Seymour. **Members not present:** Denise Dembrowski, Laura Costigan, Mark Tocci

Membership and Roles

Each member present introduced themselves and the town they are from. Mr. Seymour explained that one important role for each member is to provide accurate information on the process to our constituencies. A Frequently Asked Questions document will be created to assist the committee in keeping accurate and relevant information available to the committee and community. Mr. Labrecque emphasized the importance of following channels of communication and that the superintendent and business administrative have access to a liaison at the MSBA. Committee members should be careful not to have any contact with potential Owners Project Manager candidates. Any and all questions regarding the OPM process should be referred to Mr. Labrecque. Mr. Torrisi asked who selected Jonathan Seymour to be the chair of the committee. Mr. Labrecque and Ms. O'Connor explained that this is a subcommittee of the school committee and that when formed the MSBA required the School committee to name a chair. Ms. O'Connor named him chair. Mr. Kemper asked where he could get a list of the committee members. He also asked if there were any votes by this committee that would need to also be approved by the School Committee. Mr. Seymour pointed out the membership of and contact information for the School Building Committee is on the website. Mr. Labrecque explained that the school committee would have to approve and sign any contracts, such as the OPM contract.

MSBA Process

Mr. Seymour gave a brief overview of the process that has led to this point. 2 years ago we began with a series of Project LEAP meetings to build interest in submitting an SOI. After a successful SOI the MSBA moved the project into the 270 day Eligibility Period. This work was completed ahead of schedule and we were moved into the Feasibility Study in early November. There is a tab on the HS website homepage where all building committee and process documents will be posted, look for a tab on the top left hand side labeled MSBA – Building Project. During the Eligibility period the MSBA issues an enrollment certification. They certified both a 9-12 number and a 7-12 number. They would like us to consider both options when conducting the Feasibility study. The school committee will be conducting a public hearing to discuss 9-12 and 7-12 alignment in January.

Feasibility Study Next Steps

Mr. Labrecque explained the next step in the process, which is to publish a Request For Services seeking an Owners Project Manager. He handed out draft documents for the group to review.

Subcommittee for OPM Selection

Mr. Seymour explained that he wanted to create a smaller, subcommittee to work through the RFS and OPM process. He suggested 5 members with the superintendent and school committee chair, along with a member from each town. Mr. Seymour and Mr. Labrecque would also attend but not as voting

members, to assist and help facilitate the process. After discussion on the make up to the committee and concerns about the balance of representation, Mr. Seymour suggested a 7 member subcommittee with 2 members from each town and the superintendent. The committee unanimously approved the 7 member subcommittee. Each town nominated 2 members and the committee unanimously approved the membership. The committee will be comprised of Jeff Mulqueen, Lisa O'Connor, Bill Daley, Mark Tocci, Wayne Adams, Joe Torrisi and Stephanie Seeley. Greg Labrecque and Jonathan Seymour will attend as non-voting members to assist.

Elisa Grammar volunteered to serve as the secretary for the committee and record minutes.

The subcommittee will meet at 7pm in the HS library on Tuesday, November 29th.

The full committee will meet again at 7pm in the HS library on Tuesday, December 13th.

Adjournment

The meeting adjourned at approximately 8:15