

School Building Committee Meeting Minutes (DRAFT)
Remote Online Meeting
June 18, 2020, 5:30PM

Present: Chair Sharon Gray; Vice Chair Thomas Ulfelder; Virginia Ferko; Marjorie Freiman; Steve Gagorian; Joubin Hassanein; Ryan Hutchins; Meghan Jop; Matt King; Melissa Martin; Heather Sawitsky; Jose Soliva; FMD Project Manager Dick Elliott; Jeff D’Amico of Compass Project Management.

Absent: Mary Gard, Heather Sawitsky, David Lussier, Cynthia Mahr, Charlene Cook, Jeffery Dees, Ellen Quirk.

Ms. Gray opened the meeting at approximately 5:35 p.m. She announced that the meeting was being broadcast live and recorded by Wellesley Media for later viewing, and noted each SBC member in attendance. Participants joined via Zoom conferencing, with each vote to be conducted by roll call.

Public Comment

No Public Comment on the call-in conference line.

Hardy/Upham Project

Ms. Gray updated the Committee on the results of the June 13 town election, noting that Mr. Ulfelder and Ms. Martin had been re-elected and as a result will continue in their SBC roles. Also notably, 59 percent of voters voted “no” to a referendum question that had been placed on the ballot by a citizen’s petition, asking voters to support rebuilding or renovating all three schools and not redistrict. Ms. Gray said the result gives the SBC more confidence moving ahead with the current path of building two schools of three sections per grade.

Ms. Gray stated that the Town has received a letter from the Massachusetts School Building Authority approving the Town’s request to move the deadline for the MSBA’s “project scope and budget agreement” to November of 2021. Submitting the preferred schematic report to the MSBA Board of Directors by October 27 should keep the Town on the path to meet that deadline.

Mr. Hassanein asked whether the project team will be monitoring the progress of projects in other towns, in order to take advantage of market conditions by putting a job out for bid when it is optimal to do so. Mr. D’Amico confirmed that this will be part of the strategy.

Mr. D’Amico reviewed schedule and next steps, including proposed dates of July 30 and August 6 for the SBC’s next meetings, with more following at the beginning of September. He believes the committee should have all the information it needs make an informed decision and make a recommendation on building at Hardy or Upham on September 24. An update to Town Meeting would take place in October.

Ms. Gray introduced Compass’ contract extension proposal, which summarized how many hours the OPM expects to be billing over the next several months. The MSBA allows OPM firms to submit such requests in the event of a delay to the feasibility study. Mr. D’Amico explained Compass staffing is allocated on a time basis, and they are minimizing hours being worked on this project until August when it will pick back up. Until that time, minimal administrative updates will remain, including traffic study work.

Mr. D'Amico confirmed that this will result in an additional cost to the town for OPM services during the feasibility study.

Mr. King confirmed with Mr. Elliott that the Facilities Management Department is paying attention to Compass' time. He clarified with Mr. D'Amico that there will be no additional meetings happening related to Hardy/Upham outside of what is discussed publicly.

Mr. Gagosian suggested that a formal amendment should be added to the agreement for the slowdown period. An agreed-upon amount "not to exceed" amendment will be added to discussion at the next meeting.

Approval of Invoices

Mr. Elliot reviewed four invoices: SMMA #0052847 in the amount of \$41,100.00, Compass #74-13 in the amount of \$16,423.00, AppGeo #20492 in the amount of \$10,158.16, and AppGeo #21091 in the amount of \$465.00. Mr. Gagosian moved to approve all invoices as presented. Mr. King seconded.

Roll call: Ms. Ferko – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 9-0.

SBC Business

Approval of minutes

Ms. Martin moved to approve the minutes of February 27, 2020, March 5, 2020 and April 2, 2020 as presented. Mr. Gagosian seconded. **Roll call:** Ms. Ferko – Yes, Mr. Gagosian – Yes, Mr. Hassanein – Yes, Mr. Hutchins – Yes, Ms. Jop – Yes, Mr. King – Yes, Ms. Martin – Yes, Mr. Soliva – Yes, Ms. Gray – Yes. The motion carried 9-0.

Adjournment

At approximately 6:02PM, Ms. Gray adjourned the School Building Committee meeting.

Documents and Exhibits Used

SMMA Invoice #0052847

Compass Invoice #74-13

AppGeo Invoices #20492 and #21091

Compass Contract Extension Proposal

Minutes of February 27, March 5, and April 2, 2020