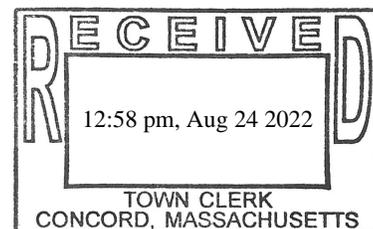


Concord Middle School Building Committee
Meeting Minutes
July 28th, 2022



Name	Present	Name	Present	Name	Present
CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:					
Court Booth*	P	Russ Hughes	P	Matt Root*	P
Heather Bout*	P	Laurie Hunter*	P	Steven Stasheski*	P
Frank Cannon*	P	Matt Johnson*	P	Gail Dowd	P
Justin Cameron	P	Kerry Lafleur	P	Suresh Bhatia	NP
Peter Fischelis*	P	Pat Nelson*	P	Robert Conry	NP
Dawn Guarriello*	P	Chris Popov*	P	Alexa Anderson*	P
Jon Harris	P	Charlie Parker*	P		
Hill International					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
SMMA / Ewing Cole					
Lorraine Finnegan	P	Nicole Bronola	P	Keith Fallon	P
Will Smarzewski	P	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	NP

*P=Present, NP= Not Present *=Voting Member*

CALL TO ORDER

Co-Chair P. Nelson called the meeting to order at 7:30 A.M. This meeting was conducted in a hybrid format, with a forum being held in person connected to additional members via Zoom Virtual Conference call. Here is a link to the recording: [Concord Middle School Building Committee Meeting - Zoom](#). This recording will be made available at the Concord Public School's project page and Town of Concord's website.

APPROVAL OF MINUTES

Co-Chair P. Nelson invited the Sustainability Subcommittee to vote on the approval of the May 9th and June 16th Sustainability Subcommittee meeting minutes. S. Stasheski motioned to approve the minutes. M. Root seconded the motion. The motion to approve the May 9th and June 16th meeting minutes unedited carried unanimously. Co-Chair P. Nelson moved the approval of the June 2nd and June 30th CMSBC meeting minutes to the end of the meeting.

CORRESPONDENCE & COMMUNICATION

H. Bout reported that the CMSBC had received 18 emails since their last meeting largely relating to the Design Development estimate. She reported that the tone of the emails ranged from urging the committee to stay within budget to avoiding cutting scope, with the majority of the community input advocating to not make any scope cuts to the design.

H. Bout & A. Anderson reported on community outreach that had been conducted during Design Development including building committee reports after each meeting to a distribution list. The distribution list includes the chairs of all committees in town, the Finance and Select Boards, the School Committee, and the School Community at large through ConnectEd.

Various committee members discussed the benefit of potentially using a survey to gather information from the public.

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PUBLIC COMMENT

Town resident Dorrie Kehoe advocated for evaluating cuts that can be made to the project in order to maintain the budget that was voted on by the Town.

Town resident Wilson Kerr pointed out the Town had already made cuts and compromised, and further noted that the economy was experiencing unprecedented inflation. He further noted that the community voted for the school as it was designed, not necessarily the budget, and that the CMSBC should avoid cutting to save some money.

Town resident Ned Perry noted that the Town does vote on a budget, not on a design. He cautioned the committee to stay within the voted budget.

Town resident Joel Gagne noted that the project was approved by Town vote with overwhelming support and the committee should avoid making any cuts to the scope of the project without going back to a Town meeting and letting the voters decide if they would like to allocate more funds or make cuts.

OPM UPDATES

Cash Flow Update

I. Parks presented the current project cash flow through July 31st, 2022, as well as projections through the end of the project. Project expenditures to date are \$3,249,117 including monthly progress payments made to Hill and SMMA.

Path to Budget Alignment

I. Parks presented a potential five (5) step plan which encompassed multiple avenues by which the CMSBC may achieve budget alignment.

Step 1: Proceed with Construction Document design per 6/30 CMSBC Vote

Step 2: Review and discuss VM items as recommended by SMMA

Step 3: Review and discuss plan to submit a Warrant Article for a Special Town Meeting

Step 4: Finalize 60% CD package by 9/29/22. Reconcile 60% CD estimate by 10/21/22

Step 5: CMSBC reviews 60% estimate and re-assesses at 10/27/22 CMSBC meeting

I. Parks noted that going to a Town Meeting would serve to potentially allocate more funds as one of the ways to achieve budget alignment. He further noted that the Special Town Meeting could serve as component of a two-pronged approach which could include cutting scope and allocating additional funds. Ultimately the budget must align with the final estimate to take the project out to bid.

I. Parks opened discussion surrounding questions from CMSBC members which had been posed to and answered by the professional team.

Question 1 pertained to delaying the project and the cost impact associated with delaying the project.

S. Stasheski cautioned the committee against taking time away from the SMMA team by evaluating large scale design changes in VM as that would take away from their ability to meet the current schedule and result

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in a cost impact. He noted the DD phase was complete and SMMA had been directed to move into CD phase, in which the intent of design was already achieved, and design enhancement would be focused on more detailed design characteristics than large scale changes like changing classroom quantities or sizes or reducing the height of ceilings.

Co-chair P. Nelson encouraged the committee to move on from the questions and move into discussion surrounding VM.

M. Johnson asked for clarification surrounding why some spaces like the gym and auditorium were listed on the VM log while classroom/educational space reduction was not listed as a VM option. He further asked if design in some spaces was more progressed than others.

L. Finnegan responded that design was progressed equally throughout the building, however the impact of reducing some spaces have larger scale impacts across the building. She further responded that the coordination in the gym for example was largely dedicated to the gym, so carrying various size options as add alternates as previously proposed earlier in the project was less impactful to the design schedule than changing the square footage in a classroom, which could impact coordination in various spaces.

Current Budget Review

I. Parks presented the current project cost reflecting the Design Development estimate. The Construction cost line was updated to \$86,105,312 reflecting the DD cost estimate. The Construction Contingency also saw a slight adjustment to reflect 5% of the new Construction cost estimate. With the updated DD estimate the estimated project subtotal stands at \$106,395,862. Including the Owner's Bid Contingency, the estimated project total stands at \$108,415,174.

Value Management Log Discussion

I. Parks presented the updated VM log, containing new VM opportunities identified by Hill and SMMA, as well as VM opportunities which were rejected in the SD phase by the CMSBC. The rejected VM opportunities reflected a side-by-side comparison of the potential savings for those items in SD and the estimated potential savings in DD.

L. Finnegan noted that the items on the VM log reflected an effort by the professional team to maintain a design focused on achieving the desired educational program and achieve a Net-Zero sustainable building.

I. Parks proceeded to read through the VM log item by item and providing context to the items. He noted two large items in particular are reducing the square footage of the gymnasium, which carries an estimated potential savings of \$2,116,144, and reducing the square footage of the auditorium, which carries an estimated potential savings of \$1,088,303.

Education Plan Discussion

J. Cameron presented slides reflecting the educational programming impact of removing three (3) science classrooms.

J. Cameron noted reducing classrooms impacts the Team Teaching model, as well as negatively impacting the ability to have flexible teaching classrooms. He further presented the scheduling impact associated with removing the classrooms.

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L. Finnegan added that removing three (3) classrooms would have a stacking impact on the overall design, particularly as it relates to the MEP coordination in those classrooms and surrounding classrooms.

CMSBC DISCUSSION:

C. Popov noted that the current design configuration meets the intended design plan but asked if there were potential reductions to these spaces that could be made without eliminating them.

S. Stasheski advocated for reviewing the VM items proposed by Hill and SMMA as the primary source of budget alignment. He further noted that the CMSBC would have to ask the community for additional funding and make practical cuts simultaneously.

M. Johnson noted he was hoping for more creative thinking with regards to space configuration. He noted that the Team-Teaching model creates potentially unused space by nature. He further noted that there are no items on the list relating to reducing square footage in some areas of the school while the option exists in other areas of the school and believes everything should be an option for discussion to achieve budget alignment.

P. Nelson clarified with M. Johnson that his point was not to eliminate items that would impact the educational programming, but rather see the potential savings in reducing space in those areas.

C. Parker advocated for thoroughly reviewing the VM log, in particular the 17 items valued over \$50,000 and the previously rejected items. P. Nelson and D. Guarriello agreed with C. Parker and noted that the next step would be to take a deep dive into the VM log.

A. Anderson advocated her support of the two-pronged approach presented by I. Parks earlier in the meeting which would give the CMSBC the flexibility to plan for all potential scenarios to ensure the goal of CMSBC is achieved.

H. Bout noted that she agrees with many committee members that the educational programming should be considered sacred and avoided when making cuts, and that she agrees with C. Parker that a deep dive into the VM log was a necessary next step. She further reiterated an earlier point that feedback from the community at this stage was critical both in the form of correspondence and potentially a Special Town Meeting.

P. Fischelis commented that his position was similar to that of H. Bout and reiterated that the education programming should not be touched and the VM log needed to be reviewed to analyze potential savings.

F. Cannon commented that he believes the CMSBC is doing the right work, but he expressed concern over the state of the economy and where prices would be at bid time.

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C. Booth added that it could be a useful exercise to see how impactful the projects constraints would be had the project been approved by the state and supported by the MSBA. In particular what would happen with the programming given the budgetary constraints with the educational plan.

L. Hunter reiterated her position that the educational programming has been thoroughly reviewed with SMMA and Hill. She encouraged the committee not to spend too much time resurfacing items which would impact this programming that has already been vetted thoroughly.

P. Nelson added that the Town voted for a school that emphasizes this educational programming and it needs to be preserved. She further added that the Town would need to be presented with the facts of the situation.

NEW BUSINESS:

Members of the CMSBC discussed a potential follow up meeting, deciding between August 4th and August 11th. Ultimately the CMSBC agree to do a virtual meeting on August 4th at 7:30am. D. Guarriello reminded committee members to send their comments and questions relating to the VM log to herself and P. Nelson prior to the end of the weekend to allow Hill and SMMA time to respond and present responses at the August 4th meeting.

M. Johnson reported he had been in contact with the Town Moderator and Town Manager regarding potential dates for a Special Town Meeting. He noted the Town Clerk had not signed off on anything yet but proceed to present a slide reflecting the possible date and how they fit into the project schedule and the Town process at large.

Potential Schedule Proposed by M Johnson:

60% Estimate Received: 10/13/22
Open Warrant: 10/17/22
Propose Article: 10/20/22
Vote on Amount: 10/24/22
Close Warrant: 10/27/22
Post Warrant: 11/7/22
Public Hearing: 11/17/22
Finance Committee Report: 12/8/22
Special Town Meeting: 12/15/22
Town-wide Vote: 1/10/22

PUBLIC COMMENT

Town resident Wilson Kerr asked if some of the savings presented on the VM log would create further costs down the road to by switching to cheaper materials for example. He further added that if they need to make a buffer against market conditions they need to consider potential impacts down the road.

Town resident Joel Gagne noted that the CMSBC had done the work of making budget friendly cuts already and that further cuts could potentially result in issues that existing schools in Concord currently have to save

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some money. He further added that he advocated that the CMSBC go back to the taxpayers and ask them to decide if they want to add additional funding or make further cuts.

NEXT STEPS

Co-Chair P. Nelson reminded CMSBC members to continue reviewing emails from the public and continue reviewing the VM log to ensure a robust discussion on August 4th.

ADJOURNMENT

Co-Chair P. Nelson entertained motions to adjourn at 10:02am. D. Guarriello motioned to adjourn. A. Anderson seconded the motion. The motion to adjourn carried unanimously.

APPROVED