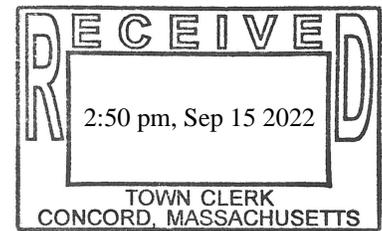


**Concord Middle School Building Committee
Meeting Minutes
August 18th, 2022**



Name	Present	Name	Present	Name	Present
CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:					
Alexa Anderson*	P	Peter Fischelis*	P	Pat Nelson*	P
Robert Conry	NP	Russ Hughes	P	Chris Popov*	P
Court Booth*	P	Dawn Guarriello*	P	Charlie Parker*	P
Heather Bout*	P	Jon Harris	P	Matt Root*	P
Frank Cannon*	P	Laurie Hunter*	P	Steven Stasheski*	P
Justin Cameron	P	Matt Johnson*	P		
Gail Dowd	P	Kerry Lafleur	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	NP
Will Smarzewski	NP	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	P

*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 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 CMSBC to vote on the approval of the July 28th and August 4th CMSBC meeting minutes. C. Booth questioned language recorded in the August 4th meeting minutes pertaining to a Public Comment Section, M. Johnson noted that “roll call” was misspelled “role call” in the August 4th minutes. P. Nelson decided to hold the vote on the August 4th minutes until committee members had reviewed the recording which was recently made available to them. S. Stasheski requested the record of a statement he made in the July 28th minutes be amended to reflect his intended message more accurately.

D. Guarriello motioned to approve the July 28th meeting minutes as edited. M. Root seconded the motion. The motion to approve the July 28th meeting minutes as edited carried unanimously.

CORRESPONDENCE & COMMUNICATION

H. Bout reported that the CMSBC had received one (1) email since their last meeting advising the CMSBC to read an article relating to a project in Tisbury experiencing similar budgetary issues as the Concord Middle School Project.

DISCUSSION OF POTENTIAL SPECIAL TOWN MEETING TIMELINE

P. Nelson recapped the challenges the CMSBC is facing with regards to achieving budget alignment. She further reported a possible option, which had been presented, was to go back to a Special Town Meeting and request additional funds. She clarified that she was not saying the Special Town Meeting was necessary, but opened the CMSBC to discussion regarding what that process would look like if it became necessary.

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L. Finnegan walked the committee through a chart outlining the process and options to achieve budget alignment procedurally.

Pathways to proceed with project:

- 1) Remove significant scope to get back on budget (within the next two weeks).
- 2) Ask for additional funding and remove some scope.
 - a. Keep designing while the Special Town Meeting process proceeds.
 - i. Would require the removal of the redesign clause in SMMA's contract.
 - b. Stop design and wait for the result of the Town Vote.
 - i. If fails, VM and redesign to budget and reissue project schedule.
 - ii. If passes, restart design and reissue project schedule.

L. Finnegan emphasized a concern relating to pathway 2; SMMA's contract contains a clause that they have an obligation to design a building to the budget. She further noted that with the Special Town Meeting process taking 12 weeks, should the vote to allocate additional funds fail, the redesign process would impact the schedule and SMMA would need additional compensation and thus would like the clause obligating them to redesign to budget to be removed.

Co-Chair P. Nelson invited finance committee member P. Briggs to speak on the current issue.

P. Briggs speaking on her own behalf expressed interest as to what would be presented at the Special Town Meeting and proposed having the CMSBC potentially present options to the community; what the building would look like on budget, what the budget would be to maintain the design originally voted on at the Special Town Meeting, and perhaps some medium in which some cuts are made to the scope but not completely achieving budget alignment.

M. Johnson proposed having the Special Town Meeting take place after the reconciled 90% estimate in order to have an authorization from the Town that would be adequate to go out to bid with rather than leaving the project open to the potential of having to go to a 2nd Special Town Meeting.

L. Finnegan noted there are significant risks associated with setting the Special Town Meeting after 90% CD's. She noted the liability to SMMA would have to be removed in the form of an Amendment as they can't proceed to design a building over budget and then have to redesign at no cost if the vote fails after 90% CD's.

Co-Chair P. Nelson posed the question to the CMSBC, and Town officials present in the meeting if it would be possible to have a Special Town Meeting in October around the 60% CD estimate.

Concord Town Moderator C. Reiss noted that the 12-week process to get to a Special Town Meeting was accurate, she noted that the best way to expedite that process would be to begin the process immediately. She recommended putting forward a warrant article asking for the total project cost based on the recent estimate which would allow the CMSBC to propose lesser options at the Special Town Meeting. She noted that the design team could propose multiple options at the Special Town Meeting, starting with a maximum additional funding and moving to lesser options, and whichever option receives the most votes is the one that passes. She added that you can always lower the amount listed on the warrant article at the Special Town meeting, but you cannot increase the amount on the warrant article. The options would need to be prepared before the Finance Committee review so they could make their recommendation.

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S. Stasheski urged the CMSBC to ask the Finance Committee to define the maximum number they could request at a Special Town Meeting legally.

I. Parks recommended addressing the parallel path of setting up a Special Town Meeting with a defined upper limit figure on the warrant article while continuing to work on defining intermediate and a lower limit option through VM to present at the Special Town Meeting.

C. Booth asked if the decision on the table was to either:

1. Establish an upper level not to exceed number to put on the warrant article that gives some cushion or
2. Wait until 60% CD's that would then allow a Special Town Meeting to be called that would allow a number to be called at the 90% CD but would incur a 3-month delay.

I. Parks confirmed C. Booth's assumptions.

P. Nelson and H. Bout discussed and confirmed that there should be a motion made at the meeting relative to the options presented.

C. Reiss noted that the CMSBC cannot put an increase of more than 10% on the warrant because there would be a notice issue, but the CMSBC is welcome to go under, and present options at the Town meeting. She further stated that any proposals/options are prepared before the hearing dates, which typically would be about 30 days after opening the warrant.

P. Briggs recommended to the CMSBC that they elevate the warrant article beyond the DD estimate in the event that the 60% estimate comes in higher, to avoid repeating the Town process to get to the Special Town Meeting.

I. Parks presented the project schedule with the incorporated Special Town Meeting schedule process overlapping. He encouraged the CMSBC to begin the Special Town Meeting process as soon as possible.

Discussion between members of CMSBC, Hill and SMMA ensued regarding the timeline of the Town process.

- Initiating the Town process immediately would result in a Public Hearing before the project team receives the 60% CD estimate.
- Adjusting the schedule so that the Public Hearing component of the process would occur after the 60% CD reconciled estimate would result in SMMA commencing the 90% CD process prior to the vote.
 - All parties agreed to consult Town Council regarding the nature of proceeding with continuing to design at the 90% CD level at risk prior to determining when to initiate the Town Process.

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Motion

H. Bout motioned to charge the CMSBC with requesting the Concord Select Board begin the Special Town Meeting process, to be initiated sometime between August 26th and September 14th depending on the feedback from Town Council, and to include a warrant article not-to-exceed \$112 million, but with specific budget options to be presented and the Finance Committee hearings. A. Anderson seconded the motion.

Discussion ensued between various committee members regarding the amount that should listed be on the warrant article.

H. Bout amended her motion as stated previously but to change the number \$112 million with \$115 million. A. Anderson seconded the motion. The motion carried by a vote of seven (7) yes to three (3) no. As he serves on the Select Board, Building Committee member M. Johnson abstained from the vote as the motion related to charging the Select Board.

VALUE MANAGEMENT

C. Booth requested that the CMSBC look at the recommendations under review on the VM Log and invite members of the CMSBC to voice any creative ideas for additional items that don't impact the educational performance.

Discussion ensued regarding landscape design features, with members of the committee questioning whether some of the features of the building were developed at the time of the Town vote. L. Finnegan noted that grading with the contour of the site was challenging and some of the features relating to the landscape surrounding the building were advanced upon during DD phase.

H. Bout noted that the CMSBC charged SMMA with designing a building that connected to nature and was not simply a concrete block, further noting that design features are a reflection of SMMA's commitment to that charge.

I. Parks asked for clarification on whether or not the CMSBC was giving direction to Hill and SMMA to explore an alternative solution for connectivity between the two wings of building which would impact the terrace, retaining walls, and connecting bridge.

D. Guarriello noted that the Design Subcommittee has already discussed the connectivity and lobby area at great length. She further noted that the size of the lobby was a safety feature to control the flow of traffic.

C. Parker noted that the lobby/connector bridge has tables on one side and cubbies on the other side that don't necessarily factor into easing the flow of traffic and asked if perhaps those areas could be reduced but maintain a space that could safely allow the flow of traffic.

P. Nelson and C. Parker agreed that the CMSBC was not instructing SMMA or Hill to pursue anything.

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S. Stasheski noted that the charge of the CMSBC is to come up with budget options for the Special Town Meeting to present to the public with correlating design impact of each budget option presented.

NEW BUSINESS:

CMSBC members had no new business to discuss.

PUBLIC COMMENT

Town resident Wilson Kerr thanked the CMSBC for their work and noted that S. Stasheski was spot on with his final comment, that the CMSBC should present multiple budget options at the Special Town Meeting.

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 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 more funding or make further cuts.

NEXT STEPS

Co-Chair P. Nelson reminded CMSBC members that the next CMSBC meeting would be held on August 25th.

ADJOURNMENT

Co-Chair P. Nelson adjourned the meeting at 9:41AM.

APPROVED