

Concord Middle School Building Committee
Meeting Minutes
October 3, 2019

PRESENT: Susan Bates, Court Booth, Heather Bout, Frank Cannon, Stephen Crane, Dawn Guarriello, Jon Harris, Russ Hughes Timothy Hult, Laurie Hunter, Charlie Parker, Chris Popov, Matthew Root, Jared Stanton, Kate Hanley

ABSENT: Justin Cameron, Pat Nelson

PRESENT FROM HILL INTERNATIONAL: Joseph Naughton, Vice President; Mike Carroll, Project Director; Andy Vo, Sr. Project Manager, Julie Leduc, Assistant Project Manager

Call to Order

Mr. Hult called the meeting to order at 7:38 AM in Conference Room 4, Ripley Building.

Designer RFS

Mr. Carroll presented to the board an update on the Designer RFS. At the current moment 45 firms had requested the RFS package be sent to them. A site walkthrough had been scheduled for October 3, 2019 at 3:30pm at the Sanborn School. Ms. Hunter confirmed that she, Russ Hughes, Tim Hult, Justin Cameron, and Jared Stanton would be in attendance. Mr. Carroll stated that Andy Vo from Hill would be representing the OPM. Mr. Carroll also stated that the walkthrough was not mandatory for designers. Any questions asked during the walkthrough will need to be submitted as an RFI and will be answered as an addendum. Mr. Carroll confirmed that questions are due on October 9th and submissions are due October 18th by 2pm. Mr. Booth asked for clarification on the review process and dates for a short list of 3-5 firms. Mr. Carroll stated that the end of October to the beginning of November would be an appropriate time to begin the interview process.

Communication Committee

Ms. Bout discussed with the committee about the communication plan and possibly a subcommittee. She is looking to get the most recent information onto the website. Ms. Bout state she would have more information about a communication plan at the next building committee meeting.

Project Charter

Mr. Carroll presented to the committee an open forum for brainstorming ideas that can contribute to the creation of the project charter. Ms. Leduc from Hill wrote these ideas on an easel pad. For a record of these ideas please view <https://www.youtube.com/watch?v=vp1bPh33ygg>

Correspondence

An email to Mike Lawson, Chair of the Select board from Dean Banfield, Chair of the Finance Committee regarding a stabilization fund to manage the project. Mr. Hult will contact Mr. Banfield to discuss further. There was an email from the town moderator Carmin Reiss about community use of the space. Ms. Guarriello met with her to discuss the needs of the community and what a future space could support in terms of their needs.

Announcements

Ms. Hunter announced there would be a walkthrough of two Middle Schools on October 11th. The Gates Middle School in Scituate would be scheduled for 9:30am and the Duxbury Middle School would be scheduled for 12:00pm. Any member is invited to attend.

Public Comments

Public comments were made during the Project Charter brainstorming session. Brian Foulds 33 Riverdale Road commented on the statement of “On Time on Budget”. He added delivered as promised with third party verification. Sharon Jones 80 East Street added to the charter discussion of where are the children before and after school and how do you manage 1100 students. Peter Fischelis 35 Longfellow Road urges the committee to review the value engineering of the project and not go back to the community requesting additional funds. He would also request that the committee consider the space for community use. Josh Bergol 39 East Circle requests that the landscaping be considered as a welcoming zone. He would like to create a site that considers learning outside the building envelope.

Adjournment

Mr. Hult requested a motion to Adjourn. Court Booth made the motion, Chris Popov seconded the motion. The motion carried unanimously.

For additional details and information on this meeting, please refer to the link below.

<https://www.youtube.com/watch?v=vp1bPh33ygg>

Approved 10.31.19