

WEST STREET SCHOOL BUILDING COMMITTEE MEETING MINUTES

Meeting Date: March 26, 2015

Location: West Street School Library

Members Present: Mark Bail, Chair of the West Street School Building Committee
Joe Rokowski, Vice Chair, West Street Building Committee
Deborah Barthelette, Principal, West Street Elementary School
Judith Houle, Interim Superintendent of Schools
Thomas Jefferson, Director of Pupil Services, Granby Public Schools
Andrea Kennedy, West Street Building Committee Member
John Libera, Chair of the Granby Finance Committee
Chris Martin, Town Administrator
Jim Morrissey, West Street Building Committee Member
Jim Pietras, Granby School Committee Member
Ken Scully, Director of Maintenance, Granby Public Schools
Lynn Snopek-Mercier, West Street Building Committee Member

Absent: Emre Evren, Granby School Committee Member
Jennifer Fraser-Champagne, Principal East Meadow School

Also in attendance: Alan Minkus, Strategic Building Solutions
Margo Jones, Jones Whitsett Architects
Helen Fantini, Jones Whitsett Architects
Lillian Camus

Mark Bail called the meeting to order at 6:36 p.m.

Mr. Bail introduced Lillian Camus to the group. Mrs. Camus will be taking the minutes of the Committee meetings starting with this meeting.

Approval of March 5 and 12, 2015 minutes

March 5, 2015 Minutes – Chris Martin noted the minutes should be changed to show they were taken by Emre Evren. Also, Margo Jones noted she was not at the meeting.

Motion was made by Chris Martin and seconded by Jim Pietras to approve the March 5, 2015 minutes as amended. The March 5, 2015 minutes were approved unanimously as amended with Joe Rokowski and Judith Houle abstaining.

March 12, 2015 - Add Helen Fantini's last name to minutes. Mark Bail postponed approval of the March 12, 2015 minutes to the next meeting.

OPMs Report

Alan Minkus gave a schedule update. The DEP has not responded regarding the wastewater treatment plan. Mr. Minkus noted the Feasibility Study & Schematic Design Schedule has April 16 noted as the date of Preferred Schematic Report (PSR) submission. However, with no determination yet from the DEP, the design team will not have enough time to put together the

PSR submission for April 16. Consulting the MSBA Board meeting schedule, Mr. Minkus noted the date will change the April 16 submission to June 11 and if not June 11, then August 8. The MSBA Board is scheduled to approve the PSR at their Board meeting on July 29, 2015.

Mr. Minkus explained the design team would make the schematic design submission on November 25, 2015 for MSBA approval on January 27, 2016 which would lock in the design and establish the Project Funding Agreement (PFA).

Mr. Minkus also reviewed the local approval dates. A Special Town Meeting with a new schedule would be middle of March or April, 2016. Mr. Minkus questioned if the Committee wanted to have a special town meeting or hold off until after May, 2016.

Jim Morrissey asked if it is typical for the MSBA to not have any meetings in August. Mr. Minkus responded that they do have two meeting deadlines in August, an August 6 submission deadline and an August 19 Facilities Assessment Subcommittee meeting.

Chris Martin asked if we go to September 30 vs July 29 does this push us back another 30 days? Mr. Minkus responded that everything below that green section of feasibility study portion on the Feasibility Study & Schematic Design Schedule shifts another 60 days. The next MSBA Board meeting after January is March 25.

Margo Jones reviewed a presentation regarding the DEP and septic issues.

Architect's Report - Preferred Schematic Design (PSR) Update

Margo Jones reviewed what has been done since December 2014 through March 24, 2015. Once the letter is received from the DEP, an inspection with the DEP/Granby Board of Health will be scheduled. It would take approximately two weeks; one day to conduct the inspection, one week to for the DEP to prepare the report/letter of opinion, and one to four weeks for the DEP review.

Jim Pietras asked if the Committee was going to get copies of presentation and if this becomes a reality what does it do to our timeline. Ms. Jones responded that the Committee would receive copies of the presentation. Also, if this becomes a reality it won't have any impact on the timeline.

Joe Rokowski inquired about the option of installing a septic vs wastewater treatment. Ms. Jones responded there is a trigger as to when one has to be completed versus the other.

Ms. Jones noted that one of the decisions the Committee will have to make is what level of LEED the Committee wants to pursue.

Helen Fantini – Continues LEED discussion. Ms. Fantini discussed what LEED is and requirements to be designed LEED certified. MSBA requires you to have baseline LEED certification which is LEED-S4 V4.

Chris Martin asked what would be in the “maybe” category in order to certify to a higher category. Examples given were PVTA's schedule and outdoor water use reduction.

Joe Rokowski inquired when you design a building is there some sort of warranty to get a certain number of points? Ms. Jones responded yes, noting that some of what we as architects do we work towards obtaining the maximum number of points.

Alan Minkus distributed a document detailing Anticipated Reimbursement Rate with Incentive Points. Granby's reimbursement rate before is 57.11%. The sheet also included a list of potential additional reimbursement points.

Mr. Minkus also distributed a document detailing MSBA Ineligible Costs per 963 CMR.

Chris Martin inquired if the MSBA has a model school for this project. Mr. Minkus responded it does, but Granby would have needed to request being part of the Model School program prior to accepting the Feasibility Study Agreement with the MSBA.

Margo Jones distributed a document of Early Estimated Preliminary Costs. Alan Minkus discussed the sheet noting at this point in the process, and due to the various ineligible costs the MSBA will not participate in, the Committee should only anticipate an MSBA reimbursement of approximately 50% of projected costs. The balance would be the town's responsibility.

Joe Rokowski asked if there are other materials we could use that would be just as durable but not so costly and still keep the minimum certification. Alan Minkus responded there are and that what we are providing at this stage of the project are only historical cost per square foot numbers. So far, nothing has been estimated yet. It depends on what we are directed to do by the Committee. Value engineering suggestions will be provided at every stage of the design along with the reconciled cost estimates for that stage.

Andrea Kennedy noted the Committee should trust others will do their job as experts and not try to micromanage every aspect of the project.

Judy Houle added that the Committee should think about this through an educational lens, still paying attention to the money.

Mark Bail asked how far the Committee is away from making a decision.

Jim Morrissey responded that the Committee should go with 5a from the Early Estimated Preliminary Costs list, and that it's important we move forward to meeting the current date.

Mark Bail asked where the Committee needs to get to so we can have the discussion on what project we recommend.

Jim Pietras noted that once we get the DEP decision on the septic that will help us make a decision on which project.

The group discussed what the process DEP would follow to review and make a decision on the septic system at East Meadow.

Next Public Outreach Event
Postponed.

Any other business to come before the Committee

John Libera asked if anyone had received any acknowledge or comment back regarding the material sent to the MSBA on February 27, 2015. Alan Minkus noted that the only communication received was an acknowledgement that they received the material.

Mr. Libera asked if there were any other communications between us and the MSBA. Mr. Minkus responded there was not.

Mr. Libera asked what's a Good Bye window. Deb Barthelette explained it is a place where kids and wave good bye to their parents.

Jim Morrissey asked how we got to a 57.11% reimbursement rate. How was the rate determined? Alan Minkus responded that he would have to ask that question as he did not have the answer. Mark Bail said he would research the answer.

Judy Houle asked if a separate meeting could be scheduled in the near future to review the options, etc. The Committee discussed what information would be needed for that meeting.

Joe Rokowski noted that the Committee would need better numbers to make a decision.

Andrea Kennedy asked if it is possible that option #4 (PK-6) at West Street is viable. Alan Minkus yes it is viable. Chris Martin responded that you will also have to have modules at East Meadow while West Street is built. Demolition of West Street is not included in the reimbursement.

Next Meeting Date

Thursday, April 9, 2015 at 6:30 p.m. at the High School.

Adjournment

Motion made to adjourn by Mr. Bail and seconded by Ms. Kennedy. Approved unanimously and adjourned at 8:10pm.

Respectfully submitted,

Lillian Camus
Recording Secretary