

Educational Facilities Planning and Building Committee

Minutes of the Meeting February 12, 2014

Members Present: Bob Deering, *Chair*; Don Cecich, Brendan Driscoll, Roger Hain, Bill McAlduff, Gerald Nardone, Linda Rossetti, and Charles Tseckares.

Members Absent: Shelly Walsh

Others Present: Jim Burrows and Jim Dowd, Skanska USA Building; Ed Frenette, SVP SMMA; Tony Iacovino, Senior Associate, SMMA; Tom Gwin, Principal, WHS; John Danizio, Director, Finance, Winchester Public Schools; Susan McPhee, Energy Management Committee; Steve Lanou, Sustainability Committee; Pete Lawson, DPW.

Bob Dering called the meeting to order at 6:30 pm at Town Hall. Please refer to the attached Meeting Agenda dated February 12, 2014 (Attachment #1).

1. **Vinson Owen:** Jim Dowd updated the Committee on several open issues in the Vinson-Owen School project. He alerted the Committee that the final change order request will be forthcoming and that the punchlist work is underway. He reiterated that CTA is targeting next week's February School Vacation week as a key opportunity for work completion of punchlist items. He also told the Committee that Skanska is working to resolve the open issue with the Ridge Street neighbor.
2. **Meeting Minutes:** The February 5, 2014 Meeting Minutes were reviewed. *A motion was made by Bill McAlduff, and seconded by Roger Hain, to approve the minutes as amended for February 5, 2013. The Motion was unanimously approved.*
3. **Questions and Comments from the Public:**
 - a. **Potential to Reinvest Energy Reimbursement Monies:** Steve Lanou from the Sustainability Committee commented on his work related to allocating the energy reimbursement monies related to Winchester High School (WHS) back to the WHS project budget. The Committee unanimously agreed to ask Richard Howard to investigate this matter on behalf of the EFPBC given that the financial procedure to affect the use of these funds is unclear. Jim Dowd from Skanska also committed to following up on the issue.
 - b. **Recycling Sub-Committee:** Susan McPhee inquired about the usefulness of creating specialty sub-committees to support the project. She offered to coordinate a recycling committee. SMMA will follow-up directly with her.
4. **Winchester High School:**
 - a. **Project Management Update:**

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- i. **Modular Classrooms:** Jim Burrows updated the Committee on the timing of modular procurement. Skanska plans to have a final modular plan by March 12, 2014 for Committee's review and vote. The vendor award and vote is planned for March 17, 2014
- ii. **CM At-Risk:** The CM At-Rick contract was awarded to Consigli. Both Gilbane and Turner will be notified as is required by the process. Skanska is facilitating the contract execution for Consigli. A preparation meeting is already scheduled to get Consigli up to speed on the project.

b. SMMA/Architectural Report:

- i. **Design Charrette Alternatives:** Ed Frenette took the Committee through a presentation of the alternatives. See the attached SMMA PowerPoint presentation Design Charrette Alternatives dated February 12, 2014 (Attachment #2). The presentation is also available on the Town web site. The Committee focused on the choice between Alternate 5 or 6. The Committee asked SMMA to continue investigating Alternative 5. Additional questions for SMMA included:

1. Readiness and Adequacy of the gymnasium roof for solar; and
2. The need to outreach to the Public Safety Officer for input on student safety and access;

Ed Frenette also discussed materials options.

- ii. **Site Permitting:** SMMA briefed the Committee on the timeframe and plans to outreach to the various Winchester permitting authorities prior to construction.
- iii. **Communications:** Bill McAlduff agreed to investigate possible dates for public and abutters meetings. He will report back next meeting.

5. **Spending & Payment Authorizations** - Copies of the Memorandum from Richard Howard, Town Manager, to the EFPBC dated February 12, 2014 regarding invoices for payment and spending authorizations was distributed and reviewed (Attachment #2). The Town Manager recommends that the Committee take favorable action on the invoices and spending authorizations.

A motion was made by Brendan Driscoll, and seconded by Charles Tseckares, to authorize the Town Manager to pay the Vinson-Owen Elementary School Project invoices to Skanska Building USA and Southpaw Enterprises, Inc. as more fully described in the Town Manager's Memorandum to the EFPBC dated February 12, 2014 regarding invoices for payment (Attachment #2):

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Payment Authorizations			
Vinson Owen Elementary School Project			
	Skanska Building USA Inc.	Invoice #1311841-12034-12	\$5,300.00
	Southpaw Enterprises, Inc.	Invoice # 0345136-IN	\$3,391.50

The Motion was unanimously approved.

6. Additional Business: There was none.

As there was no further business Bob Deering declared the meeting adjourned at 8:00 pm. The next regularly scheduled EFPBC meeting is scheduled for February 24, 2014.

Respectfully Submitted,



Donald E. Cecich
EFPBC Secretary

Attachments:

1. Meeting Agenda, February 12, 2014.
2. SMMA PowerPoint presentation Design Charrette Alternatives dated February 12, 2014.
3. Memorandum from Richard Howard, Town Manager to the EFPBC dated February 12, 2014 regarding Invoices for Payment and spending authorizations.