

**OPM Meeting Minutes
May 14, 2012**

10AM

Mountview School Library

Present: Chairman Paul Challenger, Tom Pandiscio, Nancy Galkowski, Jacquie Kelly, Gary Kaczmarek, Erik Githmark

Absent: Peter Brennan, David White, Margaret Watson, Michael Sherman, Chris Lucchesi

Other Present: Elizabeth Helder, Recording Secretary, Mike Pagano, LPA, Bill Senecal, LPA, Lori Rose, Town of Holden, Peter Caruso, LPA, Mary Bulso, LPA, Carolyn Walsh, MSBA, Michael Lawson, MSBA, Chris Alles, MSBA

1. MSBA

Chris Alles with the Massachusetts School Building Authority addressed the Preferred Design Schematic and Feasibility Schedule with the group. He said the MSBA had full confidence in the abilities of LPA. He said that the first stage of the Schematic Report would be due to the MSBA for their mid-July or August 9th meeting. The entire Design Schematic and Feasibility Study will be due in early February 2013 for review by the MSBA at their March 2013 meeting. Mr. Alles said that if changes to the schedule were required that was ok. It is important to get the right project to the street. However, the sooner the project gets to the street, the cheaper it will be to produce. Mr. Pagano said that it seemed like a reasonable schedule to maintain.

Mr. Kaczmarek turned in the Designer Contract and a copy of his April 2012 OPM Report.

Mr. Alles reviewed the steps to the Preferred Schematic Design Vote. First step is to work on preliminary design program. He said having the MSBA in agreement with the budget is important. The Committee should know what is not included in the budget and what the MSBA will not pay for. Incentive Points are assigned for reimbursement when certain provisions/goals are met. The budget is locked in at the conclusion of schematic design review. Both Mr. Kaczmarek and Ms. Rose have been trained on the Pro-Pay System.

MSBA has overhauled its modules concept and it is now based on 8 modules with the first two already complete: money and enrollment. The third and fourth module will detail the preliminary design program with design, scope and substance. Mr. Alles asked that all modules and information used during the project be downloaded from the MSBA website.

Mr. Alles outlined the scope of the Facilities Assessment Subcommittee presentation. He said this was a new process for the MSBA. It is an opportunity for the project team to come to the MSBA and update them on the progress of the project. No votes are taken during the presentation. The presentation will allow the MSBA to head off any issues before taking a final vote. He said sometimes small design changes and sometimes large design changes are required. It is a required process that will occur on July 11, August 29 or Sept 12. The MSBA would like to do sooner in case issues need to be addressed. The Facilities Assessment Subcommittee will meet May 23 or June 27. Mr. Alles encouraged members of the MSBC to attend to observe the process. Mike Pagano said it was a good process and would like to shoot for the July 11th review.

Meeting with MSBA cont.

Mike Pagano asked about the option to replace the school at the current site. He said there are a couple of problems with current site: wetlands and the west side of the property is currently classified as prime agricultural land. It may be difficult to override this classification. Additionally there is quite a bit of fill on site and the quality of fill and suitability to support a structure are an issue. LPA is suggesting that Committee look at alternative site. This search could postpone the schedule. Also, while the current building is 120,000 sq. feet of space the MSBA says that 128,000 sq. is satisfactory space for new building. However, the current building is insufficient size for academic support. Mr. Alles noted that the MSBA looks at academic space first before making a final decision on square footage. He said it was important to document existing conditions and how the school intends to deliver services in the future. The MSBA will work with Committee. Flexibility exists in a renovation situation. There is less flexibility in a new build.

The Commissioning Agent will be assigned after schematic design process is complete and the project is a project. MSBA covers 100% of agent's cost. Mr. Alles said the MSBA encourages communications from OPM with MSBA.

Mr. Pagano spoke about the architect who designed Mountview and about the quality of the building. He said he hoped that the building could be saved and brought into the modern world. However he said he was losing sleep over trying to save the building and bring it into the 21st century for the next 50 years. While not a historical site it is a well-built building.

Mountview Principal Erik Githmark conducted a tour of the facility with members of LPA, the MSBA, Mr. Challenger and Mr. Kaczmarek.

The meeting ended at 11:30AM.