

**Concord Middle School Building
Committee
Meeting Minutes December 19, 2019**

PRESENT: Justin Cameron, Court Booth, Dawn Guarriello, Chris Popov, Matthew Root, Tim Hult, Laurie Hunter, Jared Stanton, Heather Bout, Kate Hanley, Susan Bates, Russ Hughes, Justin Cameron, Stephen Crane, Pat Nelson, Charlie Parker

ABSENT: Frank Cannon, Jon Harris,

PRESENT FROM HILL INTERNATIONAL: Mike Carroll, Project Director; Andy Vo, Senior Project Manager; Julie Leduc, Assistant Project Manager

PRESENT FROM SMMA: Kristen Olsen, Associate Project Manager

Call to Order Tim Hult called the meeting to order at 7:33 A.M. in Conference Room 4, Ripley Building.

Approval on Minutes Tim Hult requested approval of the Meeting Minutes from October 31, November 7 and 21, 2019. Motion to approve was made by Court Booth and seconded by Chris Popov.

Project Charter Update Julie Leduc presented to the committee the updated Charter which included revisions made by the Committee. The Charter is a living document that may change as the project continues. The Committee was asked to review current document and make any additional suggestions. Items such as the enrollment and budget will be included at when finalized.

Project Schedule Update Andy Vo presented the Committee with two options for the project schedule. Both options are dependent on the Town Meeting. Both of the schedules presented can be used with a Design Bid Build and Construction Manager at Risk options. Tim Hult and Mike Carroll explained to the Committee why a previous fast track schedule was removed. Based on conversations with SMMA and Hill, the risk of a fast track schedule was far greater to the Town. The two remaining project schedules will be contingent on the Town Meeting on summer 2020 versus fall 2020. Stephen Crane mentioned to the Committee the cost implication of having a special election and that the biggest turnout for voters will be on the National Election. The Committee will continue to discuss the options.

Feasibility Update Tim Hult clarified that there had been some changes since the Finegold Alexander Feasibility Study from 2017. Andy Vo explained that the original budget of \$80-\$100 Million dollars was based on the Finegold Alexander study. Finegold used the MSBA guidelines for building square footage. Items that have added costs since the Finegold Study are sustainability and Passive House, an auditorium, additional square footage to the gymnasium, and escalation. Kristen Olsen reviews with the Committee the MSBA proposed space summary sheet. This sheet is a standard form used by the MSBA to determine the costs based on square footage and enrollment. The draft enrollment number of 760 was used in populating this form. Dr. Hunter clarified with the Committee that all the previous budget numbers were based on the Finegold Report and in moving forward there will be no further reference.

Risk Register Andy Vo presented to the Committee the risk register. Andy explained that the risk register was created to show the owner items that may impact the schedule or costs to the town and when a decision needs to be made. The items on the chart were discussed and identified by Hill and SMMA. The items identified in red have a high priority.

Upcoming Meetings

- Educational Visioning - January 9, 2020 and January 23, 2020
- Programming Interviews - January 14, 2020 and January 17, 2020
- Community Visioning Session – January 14, 2020 and February 27, 2020 location is at the Sanborn Auditorium
- Upcoming Concord Middle School Building Committee Meetings:
 - January 16, 2020
 - February 23, 2020
 - March 19, 2020

Correspondence A follow up email from Concord Youth Basketball questioning the size availability of the gymnasium. A request from the League of Women Voters requesting someone from the Committee attend their February 7, 2020 meeting to speak about sustainability, finance, and educational planning. Pat Nelson commented there is a lot of

support of the Concord Middle School Project from the League of Women Voters. There were questions about the cost impact of sustainability. There was interest in what the difference was between a traditional middle school environment is versus a 21st Century learning environment. The group also discussed a town/school collaboration that can be used for Life Long Learning.

Public Comments Diana from Mother's Out Front requested that the Committee be conscious about the schedule not coinciding with Rosh Hashanah. She would also like to have an update posted for Sustainability goals.

New Business Pat Nelson asked the Committee how to communicate the information gathered at the Communication Subcommittee. For future meeting this will be addressed in correspondence.

Adjournment Tim Hult requested a motion to Adjourn. Mr. Popov made the motion. Ms. Bates 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=ItpaAovxaBg&list=PL1TTzrWEKOOKQSCY4ADcNvk7hoJ9_IrH8&index=2

Approved: 1.16.20