

<b>Wilmington High School – Wilmington, MA</b>	<b>Meeting Minutes</b>
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High School Building Committee	June 13, 2011
Location:	Wilmington Town Hall Auditorium
Time:	5:00 PM

Attendees:

Name	Assoc.	Present	Name	Assoc.	Present
<i>Building Committee:</i>	Voting		<i>Public:</i>		
Diane Allan	HSBC	Y	Joyce Tsai		Y
Joanne Benton, Chair	HSBC	Y			
Michael Caira	HSBC	Y			
John Donahue	HSBC	Y			
Richard Hayden	HSBC	Y			
Robert Hayes	HSBC	Y			
Randi Holland	HSBC	Y			
John Holloway	HSBC	Y			
George Hooper	HSBC	Y	<i>Joslin Lesser + Assocs.:</i>		
Margaret Kane	HSBC	Y	Lisa Matey Bergeron	JLA	Y
Paul Melaragni	HSBC	Y	Jeffery Luxenberg	JLA	Y
Michael Newhouse	HSBC	Y	Stuart Lesser	JLA	N
Joseph Parrella	HSBC	Y	Jennifer Gareau	JLA	Y
<i>Building Committee:</i>	Non Voting		<i>Dore &amp; Whittier:</i>		
Jeffrey Hull	HSBC	Y	Rani Philip	D&W	N
Michael Morris	HSBC	N	Jon Richardson	D&W	Y
Paul Ruggiero	HSBC	Y	Don Walter	D&W	Y
Eric Tracy	HSBC	Y	David Wood	D&W	N

Chairman Joanne Benton called the meeting to order at 5:00 p.m.

1. Meeting Minutes from June 7, 2011 Public Forum Comments Summary:

**MOTION** by John Donahue, seconded by George Hooper, to approve the comments summary. The vote was unanimous.

2. Meeting Minutes from June 2, 2011 HSBC Meeting:

**MOTION** by Dick Hayden, seconded by John Donahue, to approve the meeting minutes. The vote was unanimous.

3. Review of Building Options: Dore & Whittier briefly reviewed Building Options 2A-15 and 4-B, as shown at the 6/7/11 Public Forum. A member of the HSBC asked if there would be flexibility to modify the design going forward. Joslin Lesser confirmed that there would be flexibility within the general context of the design options, that the project scope and budget would not be set until the end of Schematic Design. Another member of the HSBC asked why the service road was no longer shown with Option 2a-15. Dore & Whittier indicated that it would not fit, based on the updated wetlands information. There was a discussion about artificial turf on the football field, including that it was being carried as an add/alternate and was not reimbursable through the MSBA. A member of the HSBC asked about the softball field reconfiguration discussed at the prior meeting. Dore & Whittier confirmed that the softball field had been reconfigured per the Town Manager's suggestion. A member of the HSBC asked about the stair adjacent to the Auditorium, which Dore & Whittier confirmed was intended for potential egress from 2<sup>nd</sup> levels of the Auditorium and Gym. A member of the HSBC inquired about how trucks and other vehicles would turn around, given the service road dead end. Dore & Whittier indicated that this would be further worked out during Schematic Design. A member of the HSBC asked whether the on-site connection to public sewer was covered by the MSBA. Joslin Lesser confirmed that site work (including the sewer connection) likely would exceed the MSBA's 8% cap on site work costs; therefore the sewer connection was effectively non-reimbursable. Dore & Whittier noted that the MSBA's 8% site work number was too low. A member of the HSBC asked whether the soil remediation costs would be reimbursable. Joslin Lesser responded that they were assumed to be not reimbursable. A member of the HSBC asked about asbestos abatement costs. Dore & Whittier responded that their consultant had investigated asbestos in the existing school as part of the feasibility study and there was an allowance for asbestos abatement in the cost estimate. The Town Manager noted that this cost would be the same in either a new or renovation option.
4. Cost Estimating Update: Joslin Lesser reported that a cost estimate reconciliation meeting was held earlier in the day, and that the cost estimate had risen to \$81.5 M (on the lower end) with both cost estimates within 5% of each other. The project is projecting a 52.47% reimbursement rate from the MSBA, but given exclusions for soil remediation, offsite utility work, and site work over the 8% cap, the Town's share was estimated to be between \$40-42 M. JLA indicated that a design contingency was built into that number, and no VE (value engineering) had yet been done. JLA noted that it was better to be conservative and on the high side now and refine prior to Project Scope and Budget. JLA indicated that the renovation option (4B) was about \$1.5 M higher, but with the reimbursement rate incentive for renovation the resulting Town share was similar to new construction.
5. Vote to Approve Preliminary Design Program and Preferred Schematic Submittal to MSBA: The Superintendent prefaced the vote by noting that public feedback at the Public Forums was in favor of new construction. She noted that the new construction option (Option 2A-15) was less disruptive to students and would yield a 21<sup>st</sup> century school. A renovation project (Option 4B) would be similar cost, but they would get less for it. The potential phasing associated with Option 2A-15 was discussed, and Dore & Whittier indicated that they anticipated at most 2 phases. A member of the HSBC asked how much longer the renovation option (Option 4B) would take to construct. The response was approximately 1-1/2 years longer, due to significant phasing. A member of the HSBC asked if the renovation option (Option 4B) would no longer be studied if the MSBA approved the new construction option (Option 2A-15) as the preferred option. JLA confirmed that if the MSBA approved Option 2A-15 as the preferred option, then the renovation option would no longer be studied. A member of the HSBC asked when more refined cost estimate information would be available. The Town Manager indicated that town officials believed the sewer connection cost would be lower than estimated, based on historic data. Joslin Lesser indicated that they could carry the cost that the Town recommends. JLA also noted that once the CM is on board, there will be further review and testing of the cost estimate and that the Preferred Schematic estimate did not lock in the cost with the MSBA. Joslin Lesser indicated that geo-environmental testing was planned in the next few weeks (after school is out for the summer), but that the cost estimate included a conservative allowance to remove all soil in the AUL down to 8' feet. Dore & Whittier indicated that results of the geo-environmental testing would be available 4-6 after the testing. The Town Manager stated that

add/alts could be included for other things such as full A/C and artificial turf on additional fields. Joslin Lesser noted that usually add/alts are included but not authorized until construction was far enough along to ensure they could be afforded. The add/alts must be taken in order. Joslin Lesser noted that the cost estimate included escalation to the midpoint of construction, based on the cost estimators' belief that the market is trending up. A member of the HSBC asked if assumptions about the finishes, systems, casework, etc. were similar in the new and renovation cost estimates. Dore & Whittier indicated that they were equivalent. A School Committee member of the HSBC noted that the School Committee had voted 7-0 in favor of new construction.

**MOTION** by George Hooper, seconded by Paul Melaragni, to approve the Preliminary Design Program and Preferred Schematic Submittal (Preferred Option 2a-15) to the MSBA. The vote was unanimous.

6. Other Business: Joslin Lesser requested confirmation of the upcoming HSBC meetings. Some slight modifications were made as noted below. There was a brief discussion regarding the upcoming MSBA Board Meeting. Joslin Lesser indicated that, in their experience, the Board did not permit public comment. Dore & Whittier noted that the Board recently, under new leadership, had been asking the local community for comments.
7. Public Comment: None.
8. Upcoming Meetings:
  - Community Development Technical Review Committee Mtg., Wilmington Town Hall, 6/27/11, 9:30 a.m.
  - MSBA Board Facilities Assessment Subcommittee Mtg., 7/13/11, 10 a.m. - 12 (*if invited*)
  - HSBC Meeting, Town Hall Rm. 9, 7/14/11, 6:30 p.m.
  - MSBA Board Meeting for Approval of Preferred Option, 7/27/11, 10 a.m. -12 noon
  - HSBC Meeting, Town Hall Rm. 9, 8/18/11, 6:30 p.m.
  - HSBC Meeting, Town Hall Rm. 9, 9/15/11, 6:30 p.m.

**MOTION** by George Hooper, seconded by Paul Melaragni, to adjourn the meeting. The vote was unanimous. Meeting adjourned at 6 p.m.

Prepared by: Lisa Matey Bergeron, Joslin, Lesser + Associates, June 20, 2011

End of Minutes