

**Present:** Jeff Adams, Dave Anderson, Peter Badalament, Stan Durlacher, Michelle Ernst, John Flaherty, Tim Hult, Karla Johnson, John Lindner, Brian Miller, Joseph Morahan, Peter Nobile, Diana Rigby, Louis Salemy, Bill Tice, Margaret Waterman, Jerry Wedge, Chris Whelan, Elise Woodward

**Also Present:** David Saindon from KV Associates

**Absent:** Walter Birge, Charlie Sample, Sergio Siani, Richard Waterman

**I. Call to Order**

The meeting was called to order by Jerry Wedge at 6:04 PM.

**II. Reading of Minutes**

Jerry Wedge asked if there were any recommended changes to the minutes of December 8, 2010. A motion was made to approve the December 8, 2010 minutes by Brian Miller and seconded by Michelle Ernst. The motion was unanimously approved.

On the agenda we have an update from David Saindon of KVA, a presentation from Peter Nobile on the Sustainability group, and Michelle Ernst will update us on communication.

**III. OPM Contract Update, Scope of Work – KVA**

David Saindon was happy to report that based on the schedule he handed out at our last meeting on December 8<sup>th</sup> regarding the architect procurement we are on schedule and has done every task he needed to do.

David gave a summary of the OPM contract. This contract is for the feasibility and schematic study only.

- Carries project to a Project scope and budget agreement with the MSBA. At this point a defined scope and budget for the project is defined. Upon project passage with the District (Town votes), a PFA is established with the MSBA.
- OPM contract is then amended based upon a more defined project. Feasibility contract completion date – November 30, 2011.
- OPM – Owner prime point of contact during feasibility is John Flaherty. Individuals assigned to the project are Frank Vanzler, Principal; in Charge, David Saindon, Project Director, Lee Keller, Project Manager, Michele Nice, MSBA reimbursement manager.

David explained the general scope which is basic services and feasibility services.

**IV. Designer Procurement Update - KVA**

David also went over the Designer Selection Process. On December 8<sup>th</sup> David presented a process to get the designer on board. Essentially we cannot rank the proposals; our job is to collect data and present data and go the DSP with this and then the DSP, in an open public meeting, will talk about the information gathered and then there is a vote. Proposals are due tomorrow at 12 noon. David will open them and put together a spreadsheet and deliver the spreadsheet and proposals to the MSBA by noon on Friday. The DSP meeting is scheduled for Tuesday, February 15, 2011 at which time the DSP will be reviewing the designer applications for the Project and selecting finalists.

**V. Project Schedule Update - KVA**

David handed out three schedules; CCHS Feasibility/Schematic Design Schedule, the Designer Procurement schedule and then the entire CCHS Proposed Project Schedule in a condensed version. It's a very aggressive schedule with hopefully a completion date of September 2015.

**VI. Sustainability Presentation – Peter Nobile**

Peter Nobile explained that the sustainability subcommittee will be responsible for guiding the larger committee on sustainability. The first thing to do is to review the findings of the Master plan, look at the goals in the Master Plan and then look at net zero energy and more aggressive sustainability goals. We are going to strongly recommend MA-CHPS as opposed to LEED for schools. It's just as good and the State recognizes it, it's easy to use as a measurement. The Master Plan shows we need 34 points to get the maximum 2% reimbursement but it also shows we could easily get to 38.

This subcommittee will report to the committee as to what we are looking at, considering, making lists and ranking things to recommend to the design team. The spirit of the subcommittee is to be comprehensive and helpful. Peter would like thoughts or suggestions so email him at [green@cchsbuilding.org](mailto:green@cchsbuilding.org)

VII. **February 3, 2011 Concord Presentation – Michelle Ernst**

Louis and Michelle are the communications and outreach people for the committee and have been presenting to different organizations in both Concord and Carlisle. There are three email addresses for people to reach them: [green@cchsbuilding.org](mailto:green@cchsbuilding.org), [info@cchsbuilding.org](mailto:info@cchsbuilding.org) that goes to John, and [outreach@cchsbuilding.org](mailto:outreach@cchsbuilding.org) that goes to Louis and Michelle. The first community forum will be February 3<sup>rd</sup> in the Little Theater at CCHS at 7 PM. The first committee Newsletter will be coming out via email tomorrow morning. Please help out by going to the website [www.cchsbuilding.org](http://www.cchsbuilding.org) and enter your email address to subscribe to the Newsletter.

VIII. **New Business**

The high school will be an emergency shelter for both communities.

John Flaherty spoke about the electrical failure in the I building. The building has been running on generators and is \$30,000 into repairs. There have been several other repairs that have been done recently. Hopefully this project will move forward in a timely manner or we will have to start putting serious money into major repairs such as a new roof for \$4.5 million dollars.

IX. **Public Comments**

None

X. **Motion to Adjourn**

A motion was made to adjourn by John Flaherty and seconded by Michelle Ernst at 7:28 PM. The motion was unanimously approved.

Respectfully submitted,  
Leona Palmaccio

Approved: 3/9/11