

Present: Dave Anderson, Peter Badalament, Walter Birge, Michelle Ernst, Tim Hult, Karla Johnson, John Lindner, Brian Miller, Joseph Morahan, Peter Nobile, Diana Rigby, Louis Salemy, Charlie Sample, Sergio Siani, Bill Tice, Margaret Waterman, Jerry Wedge

Also Present: David Saindon, Frank Vanzler from KVA, Jeanne Roberts, Whitney Granger, Leland Koehler/Rice and Michael Rosenfeld from OMR

Absent: Jeff Adams, Stan Durlacher, John Flaherty, Richard Waterman, Chris Whelan, Elise Woodward

I. Call to Order

The meeting was called to order by Karla Johnson at 6:05 PM. Karla welcomed David Saindon and Frank Vanzler from KVA and Michael Rosenfeld, Jeanne Roberts, Whitney Granger, Leland Koehler/Rice from OMR

II. Reading of Minutes

Karla Johnson asked if there were any recommended changes to the minutes of January 26, 2011. A motion was made to approve the January 26, 2011 minutes by Bill Tice and seconded by Brian Miller. The motion was unanimously approved.

III. Design Team Introductions

Karla welcomed our new design team members and as part of the welcoming she asked them to introduce themselves and what their role is in the project.

IV. OPM Project Update – David Saindon, KVA

David Saindon was happy to report that some of the accomplished tasks during the last five weeks since we last met were:

- MSBA has selected the Office of Michael Rosenfeld (OMR) for design services.
- Kick off meeting between KVA & OMR. OMR is 100% engaged in the project.
- Meeting with Jeanne Roberts to talk about schedule, lining up tasks to be completed in an aggressive manner.
- Ed Spec. meeting with district.
- Received OMR proposal and successfully negotiated a fee.
- Kick off meeting with MSBA on March 10. On the agenda will be project update, OMR on board, budget update. schedule and ed specs.

V. Building Conditions – Dave Anderson

Dave reported on the electrical failure in the I Building which has been resolved after five weeks. Another problem was the roof on the lower gym losing the adherence of the membrane which has been fastened down. Damage was also done by the snow blowers removing the snow from the roof. Tears in the roof have been addressed and are stable. We will assess the condition of the roof in the spring and we hope to keep the roof on and tight for the next couple of years.

VI. Work Plan – Jeanne Roberts, OMR

Jeanne Roberts reported that at tonight's meeting we will be reviewing the goals and values, review schedule and process, and review proposed space summary. Going forward at the next meeting we will review preliminary concepts and ask for the committee's approval. On April 6 we'll be discussing sustainability goals and net zero options; April 13 we'll review Preliminary Evaluation of Proposed Alternatives; May 4 – Finalize Preliminary Alternatives; May 18 - Finalize Evaluation of Alternatives; and May 25 – Review and approve Preferred Schematic Report that will be submitted to MSBA in preparation for MSBA's July board meeting.

VII. Review goals and values

After reviewing, discussing and amending the Goals and Values a motion was made by Walter Birge and seconded by Tim Hult to accept the Goals & Values as presented and amended. The motion was unanimously approved.

VIII. Proposed space summary – Leland Koehler/Rice, OMR

Leland Koehler/Rice explained the Space Summary Comparison. The major categories are the description of the programs, the Existing Program, Master Plan Program (2010 - 1250 enrollment), Proposed Program (2011 - 1225 enrollment), and MSBA Guidelines (2010). The goal is to meet the MSBA guidelines. Jeanne, Leland and Whitney spent three days hearing from every staff member in the building that was able to come talk about their space and in terms of our core academics were able to match what the state requires. Diana thanked Leland, Jeanne & Whitney for working so hard with us; they did a great job.

IX. Action Items

- A motion was made by Diana Rigby and seconded by Karla Johnson to approve the payment of invoices #1 and #2 to KVA. The motion was unanimously approved.
- A motion was made by Diana Rigby and seconded by Dave Anderson to authorize Louis Salemy, as Chair of the Concord-Carlisle School Committee, to execute a contract in the amount of \$815,000 with the Office of Michael Rosenfeld of Acton, MA for design services for the duration of the Feasibility Study/Schematic Design phase. The motion was unanimously approved.

X. Subcommittee reports

Michelle Ernst reported that the Communications Committee sent out its first electronic newsletter to the community and had a very good response. The second newsletter will be coming out next week so please sign up if you haven't done so. The first community forum was held on February 3rd with a tour of the building, a facilities overview and a project update. It was very well attended with about 50 people attending. There will be another forum next Tuesday for the Concord elementary school PTG's. Michelle also reported that an advocacy committee has formed in the community called The Committee for CCHS chaired by two women from Concord and two women from Carlisle working to get the message out to support the project. Their website is www.committee4cchs.org

Peter Nobile reported that the Sustainability Subcommittee has met once and talked about standards. The next meeting will take place on Thursday, March 24, and will be preparing the sustainability goals for the April 6 SBC meeting. Members from the design team were invited to attend.

XI. Additional Items

A letter was received from the Concord Board of Health regarding emergency preparedness when designing the new facility.

XII. Public Comments

None

XIII. Adjourn

A motion was made to adjourn by Peter Nobile and seconded by Sergio Siani at 7:35 PM. The motion was unanimously approved.

Respectfully submitted,
Leona Palmaccio

Approved: 3/23/11