

APPROVED: June 15th, 2011

School Building Committee
May 25, 2011

PRESENT	NAME	AFFILIATION	E- MAIL DISTRIBUTION
x	Mark Masterson	Superintendent Maynard	✓
x	Pete DiCicco	Business Advisor Maynard	✓
x	Mike Sullivan	Town Administrator	✓
x	Laura Chesson	Principal, MHS	✓
x	Jerry Culbert	Committee	✓
no	Matt Briggs	Committee	✓
x	Philip Berry	School Committee	✓
x	Anthony Midey	Committee	✓
x	Ken Neuhauser	Committee	✓
x	Chris Johnson	Committee (FinCom)	✓
x	Bonnie Winokar	Committee	✓
x	Ed Mullin	Committee	✓
x	Bob Nadeau	Committee (Selectman)	✓
x	Marie Morando	Secretary	✓

Additional attendees: Pat Saitta and Chuck Adam Municipal Building Consultants and, Cesar Dedios, Tappe' Associates

Minutes: May 25, 2011

JC – opened the meeting at 6:35 pm

JC – motion to approve the minutes of May 12, 2011, 2nd BW – the committee did not have a quorum – we will wait for additional members

Chuck Adam- Municipal Building Consultants: The sub-committee met on May 19, 2011 at the police station (Sub-committee members: Chris Johnson, Matt Briggs and Chuck Adam) Town Counsel is reviewing a couple of questions the committee had. They are getting ready to advertise in the central register and the newspaper. Bid documents will be available to the bidders on June 8, 2011. Sub-bids are due on July 6, 2011 and General Contractor bids are due on July 20, 2011, awarding of the contract – August 2, 2011.

Elevator – sub-bids are due May 26, 2011, the last time we only had one bidder. We are hoping for 3; but if we don't get three there is an alternative. We cannot take a sub-bidder from the first round and one from the second. We have to use the bids from the second round.

JC – motion to approve the minutes of May 12, 2011, 2nd by BW –

KN – stated that he had changes – we will hold off until next meeting

MM – we will receive the MSBA reimbursement tomorrow – MM thanked Chuck for his help getting the budget into the MSBA system.

PS – cost estimates were received today and they are comparing cost estimates. There are couple of areas that they are looking into.

CA – front end of the contract is with Town Counsel.

PS – went over the milestone schedule with the committee. May 31, 2011 Tappe and Municipal will have their last formal session. The meetings will be on the following nights with the board:

June 15, July 6 and July 20. The sub-bids are due on July 6th and we will have a meeting that night so we can give the committee an overview. GC bids are due on July 20, 2011 around 4:00 and we should have some information that night.

Laura Chesson – questioned the schedule she thought it was pushed out a little; yes; but it is right on schedule and the project is on time now.

Since some members will be on vacation the meeting schedule has been changed to:

June 15th, July 6 and July 27th. Please e-mail Matt Briggs to the schedule changes.

MS – Lisa Mead (TC) will have the front end of the contract tomorrow.

PS/CA – went over what might happen with the pre-qualification packets; how they will pick a GC and sub-bidders

PD - talked with NSTAR gas there is a 4” main – TMP has talked with NSTAR; no charge for installation.

BN- wanted to make sure that the drainage had been addressed regarding the detention pond so Carbone Circle will not get anymore flooding than the already have. Cesar Dedios, (Tappe) will inform the committee.

JC – motion to adjourn – 2nd BW – motion passed – 6-0