

Facilities Review Committee

MINUTES

Monday, February 1, 2016

5:00 P.M.

Central Office

Members Present: Mary Martin, Jack Wiseman, Norm Davis

Members Absent

Other BOD Members Present:

Administrators Present: Cari Medd, Rick Benoit, Tina Meserve, John Hawley

Staff Members Present: Gary Purington, Tony Bennett

Item 1: Modular Information

John provided a concept site plan that included potential locations for the placement of the modular classroom at the middle school. After meeting with Tony Bennett, the best location may be the site closest to the high school entrance. It will be ideally located so that the side door to the middle school and the entrance could be fenced for security. It will cost about 85,000 for the modular with additional cost for site work. Total cost would be about \$100,000.

Item 2: DEP Update

Rick Jones and John met with DEP regarding the site location for both the modular and the future location for the middle school. Our initial concern was that DEP would limit our area because of existing conditions, however, they were very supportive of our project. We will likely have to improve on some of our storm water filtering in the future in exchange for the new impervious surfaces we may create. DEP will not require us to do a permit for the modular. John will contact the town about their site review process.

John spoke with Joe Ostwald from the State. Even though the community is funding the project, the State needs to be in the process. We need to interview the Architects and rate them by qualifications and competitive bidding is not permitted by State law. The top candidate will be asked to come back and discuss the budget and fee schedule.

Tina shared that the committee identified building needs last year. Needs included: 6 classrooms (to replace the 6 portable classrooms), 1 science lab, 3 office spaces, bathrooms, storage space and 4 multi-use spaces for RTI, OT, PT, Speech, GT.

Item 3: Scheduled architect interviews took place in the following order:

- 5:30 – 6:20, PDT Architects
- 6:30 - 7:20, Harriman Architects & Engineers
- 7:30 – 8:15, WBRC Architects & Engineers

Each firm prepared a 15-30 minute presentation and then the remaining time was be used for all parties to ask questions regarding our proposed project. After the presentations the committee members ranked the architects based on qualifications and the top qualifier. PDT was the company that received the most points. They will be asked to return to negotiate a fee schedule for services.

Adjourned: 8:30 pm

Next Meeting: February 29, 2106 @ 5 PM.