

# Saugus High School Building Committee Meeting Minutes

**PROJECT:**       Saugus High School  
**LOCATION:**     298 Central Street Saugus, MA

**MEETING DATE:** May 8, 2017

**ATTENDEES:** (*Absent in Italics*)

<u>Bldg. Cmte:</u> - Jeannie Meredith - Mike Hashem - Stephen Rich - Arthur Grabowski - <i>Chris McCarrier</i> - <i>Nelson Miller</i> - <i>Jeffrey Cicolini</i> - <i>Michael Newbury</i> - <i>William Stewart</i>	- Scott Crabtree - David DeRuosi - Peter Manoogian - Rich Magnan - <i>Joanne Gayron</i> - <i>Brendan O'Regan</i> - <i>Jennifer D'Eon</i> - <i>Scott Brazis</i> - <i>Roger Sacilotto</i>	- <i>Michelle Wendell</i> - Kerry Robbins - <i>Frank Perella</i> - <i>Richard Dalton</i> - Richard Salvo - <i>Debra Panetta</i> - Linda Gaieski - <i>Stephen Horlick</i>	- <i>Donna Matarazzo</i> - Bill Leuci - Christine Moreschi - Mike Procopio - <i>Ralph Materese</i> - <i>Elizabeth Marchese</i> - <i>Mark Mitchell</i> - <i>Tommy Whittredge</i>
<u>PMA:</u> - Kevin Nigro <u>HMFH:</u> - Lori Cowles - <i>Josh Burgel (CSS, Landscape Architect)</i>		- <i>Deborah Shaer</i> - Tina Stanislaski - <i>Chris Carroll</i> - <i>Justin Vigilanti</i> - <i>Giles Ham (Vanasse &amp; Associates, Traffic Consultant)</i>	
<u>Other:</u> - Kate Evans			

**Call to Order:** 4:03 pm

4/24/17 Minutes approved by SBC unanimously.

**PMA- OPM Update:**

Item	Responsible	Due	Notes
5-08.01	PMA	RECORD	<p>PMA distributed an updated OPM Status Report (<b>see PMA 5.08.17 Handout #1</b>). Upcoming key dates and past deliverables to MSBA and meetings were identified and briefly discussed. The upcoming DESE Submission was briefly discussed. The current budget information was shown, including cost estimate comparisons from the PDP phase through the Schematic Design estimate reconciled on 5/5/17. Estimated town share is currently \$118,863,420.</p> <p>The OIG Application is underway to hire a CM. A draft copy will be provided to the town shortly. Once the CM is on board, they will do their own independent estimate.</p> <p>David DeRuosi made a motion to confirm and approve the total project cost of \$186,129,460, including \$160,720,553 for the construction of a new Middle-High School for grades 6-12. Second by Jeannie Meredith.</p> <p>Discussion:            A. Grabowski: What's being carried for air conditioning?            K. Nigro: Full air conditioning is currently being carried. This is the most expensive option.</p> <p>P. Manoogian: In regards to the hazardous waste report, and more specifically, the cost of over \$4,000,000 dollars for asbestos remediation, will the MSBA participate in these costs?            Lori C.: Before answering that question- please note that there is approximately \$300,000 of soft costs built into this \$4,000,000 for 3<sup>rd</sup> party supervision.            Joe D.: There is \$360,000 for VAT (Vinyl Asbestos Tile) remediation that is included. The MSBA will participate in all costs except for this cost.            P. Manoogian: This seems like a good opportunity to remove a building with a high-level of asbestos while receiving assistance for the MSBA for doing so.</p> <p><b>The motion was approved unanimously, 14 – 0.</b></p>

**HMFH- Designer Update:**

Item	Responsible	Due	Notes
5-08.02	HMFH	RECORD	<p><b><u>DESE Submittal Discussion / Approval for Submission to MSBA:</u></b>  HFMH distributed a draft copy of the DESE submittal to be submitted pending the SBC's approval. HMFH explained that many documents / drawings included in the submission have already been discussed with the SBC; however, they are packaged in a specific way according to the DESE format. These documents include site plans, space summaries, etc.</p> <p>Arthur Grabowski: What is the number of showers being carried in the locker rooms?  Lori C.: After discussing with the Athletic Director, we decided to use 3 single-person showers in each locker room.</p> <p>David DeRuosi made a motion to submit the DESE application to the MSBA for submittal to the DESE. Motion 2<sup>nd</sup> by Jeannie Meredith.  <b>Unanimously approved, 14 – 0.</b></p> <p><b><u>Schematic Design Package Discussion / Approval for Submission to MSBA:</u></b>  HMFH distributed the table of contents for the Schematic Design package. Each item was read aloud and briefly discussed. HMFH explained that the goal is to submit the Schematic Design package to the MSBA on May 18<sup>th</sup>.</p> <p>P. Manoogian: Are there provisions included for Saugus Cable TV as we discussed?  HMFH: Yes.</p> <p>A. Grabowski: 3 questions:  1- Did we never get a report what was on site for soils?  K. Nigro- Yes.  2- What about the sewer line under the existing building?  K. Nigro- It is known, and we will be meeting to determine the appropriate solution shortly.  3- What is the design enrollment?  Town Manager: 1,360 students</p> <p>Peter Manoogian made a motion to submit the Schematic Design Package to the MSBA. Motion 2<sup>nd</sup> by Jeannie Meredith.  <b>Unanimously approved, 14 – 0.</b></p>

**New Business:**

Item	Responsible	Due	Notes
5-08.03	SBC	RECORD	No new business discussed on 5/8/17.

*Motion made by Peter Manoogian to adjourn the meeting. Second by Jeannie Meredith. All approved.*

**Meeting Adjourned: 4:45 PM**

**The date for the next meeting is May 15, 2017 at 4:00PM in the Saugus Town Hall.**

PMA Construction Services assumes, to the best of our knowledge, that the above content of these Meeting Minutes depict all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

**Prepared By: Joseph DeSantis**

**Date: 5/11/2017**