

MEETING MINUTES

Project: Lincoln High School
 Prepared by: Joel G. Seeley, AIA
 Re: School Building Committee Meeting
 Location: Lincoln High School
 Distribution: Attendees (MF)

Project No.: 15061.03
 Meeting Date: 12/21/17
 Meeting Time: 6:30 PM
 Meeting No: 1

Attendees:

Present	Name	Affiliation	Email
✓	Arthur Russo	Co-Chair, Town Councilman	asrlawver@aol.com
✓	Julie Zito	Co-Chair, School Committee Member	jzitoschool@aol.com
✓	T. Joseph Almond	Town Administrator	jalmond@lincolnri.org
✓	Bruce Ogni	Town Councilman	bruceogni@gmail.com
✓	Georgia Fortunato	Superintendent of Schools	GFortunato@lincolnps.org
	Kristine Donabedian	Chair, School Committee	kdonabed@verizon.net
✓	Mary Anne Roll	Vice-Chair School Committee	maroll0321@gmail.com
	John LaFleur	School Committee Member	john@awtire.necoxmail.com
✓	Lori Miller	School Business Administrator	millerl@lincolnps.org
✓	Armand Milazzo	Director of Buildings & Grounds	milazzo@lincolnps.org
✓	Kevin McNamara	Lincoln High School Principal	mcnamarak@lincolnps.org
✓	Michael Gagnon	Director of Public Works	mgagnon@lincolnri.org
✓	Albert Ranaldi, Jr.	Town Planner	aranaldi@lincolnri.org
✓	John Ward	Finance Director	jward@lincolnri.org
	Michael Babbitt	Budget Board Member	mbabbitt@dimeo.com
✓	Laurie Cullen	Lincoln Town Resident	knip71665@hotmail.com
✓	Jayson Schofield	Union Representative	
✓	Benjamin Williams	SMMA	bwilliams@smma.com
✓	Christopher Racine	SMMA	cracine@smma.com
✓	Jennifer Howe	SMMA	jhowe@smma.com
✓	Philip Poinelli	SMMA	ppoinelli@smma.com
✓	Joel Seeley	SMMA	jseeley@smma.com

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Item #	Action	Discussion
1.1	Record	Call to Order
1.2	Record	The Committee reviewed their individual observations of the OPM interviews. After discussion, a motion was made by J. Almond and seconded by L. Miller to rank the firms in the following order: first, Colliers; second Hill; and third Maguire and authorize J. Almond to commence contract negotiations with Colliers. Motion passed unanimous.
1.3	Record	The Committee discussed the Construction Manager versus the Construction Manager at Risk approach. After discussion, a motion was made by L. Cullen and seconded by M. Roll to defer the decision on either approach until the OPM is retained. Motion passed unanimous.
1.4	J. Almond	J. Almond indicated that the reimbursement from RIDE could increase from 38% to 53% under the new RIDE regulations not yet in effect. J. Almond will keep the Committee informed.
1.5	Record	J. Seeley distributed and reviewed the current RIDE regulations for the Schematic Design Submission, attached.
1.6	Record	J. Seeley distributed and reviewed the School Building Committee meetings and agendas for the Schematic Design Phase and the Design Development Phase, both dated 11/22/17 and attached. A motion was made by L. Cullen and seconded by M. Roll to approve the School Building Committee meetings and agendas for the Schematic Design Phase and the Design Development Phase. Motion passed unanimous.
1.7	J. Seeley	J. Seeley distributed and reviewed the Broad Scope Project Schedule, dated 10/25/17 and attached. Committee Discussion: 1. A. Ranaldi asked if the Planning Board approval dates can be added to the schedule. A. Ranaldi stated that Planning Board meetings occur on the 4 th Wednesday of each month, and that the ability to schedule special meetings at alternative dates is a possibility. <i>J. Seeley to add to the schedule.</i>
1.8	Record	J. Seeley distributed and reviewed the Preliminary Project Budget, dated 7/17/17 and attached.
1.9	Record	J. Seeley distributed and reviewed Amendment No. 1 Hazardous Materials Consultancy, dated 12/8/17 and attached. After discussion, a motion was made by K. McNamara and seconded by L. Cullen to approve Amendment No. 1. Motion passed unanimous.
1.10	Record	J. Seeley distributed and reviewed Amendment No. 2 Site Survey and Wetlands Flagging Consultancy, dated 12/8/17 and attached. After discussion, a motion was

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		made by J. Ward and seconded by A. Ranaldi to approve Amendment No. 2. Motion passed unanimous.
1.11	Record	J. Seeley distributed and reviewed Amendment No. 3 Geotechnical Consultancy, dated 12/8/17 and attached. After discussion, a motion was made by L. Cullen and seconded by L. Miller to approve Amendment No. 3. Motion passed unanimous.
1.12	Record	J. Seeley distributed and reviewed Amendment No. 4 Traffic Engineering Consultancy, dated 12/8/17 and attached. After discussion, a motion was made by L. Miller and seconded by G. Fortunato to approve Amendment No. 4. Motion passed unanimous.
1.13	Record	J. Seeley distributed and reviewed the 12/6/17 Existing Telecom and Security meeting minutes, attached.
1.14	Record	J. Seeley distributed and reviewed the 12/6/17 Existing MEP Systems meeting minutes, attached.
1.15	Record	P. Poinelli distributed and reviewed the 11/29/17 and 12/13/17 Educational Programming meeting minutes, attached. An Educational Programming meeting with teachers and staff is scheduled for 1/4/18.
1.16	Record	P. Poinelli distributed and reviewed the Space Summary for Option A, attached. P. Poinelli explained that the size of the existing building spaces are now reflected in the space summary, which reflects a 175,674 total sf building as compared to the 169,159 total sf at the Stage II submission.
1.17	P. Poinelli	<p>P. Poinelli distributed and reviewed Floor Plans for Option A and Option B, attached. Option B preserves more of the existing building to renovate for administration, guidance and nurse and is larger in overall total sf.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. SMMA to enclose the area under the gymnasium addition, adding approximately 5,700 sf, as one large storage room with lighting, fire sprinkler, one overhead door and industrial-type heating. 2. Yoga/Dance, Fitness and Strength Training to be part of base project. 3. SMMA to provide space to accommodate four dumpsters at the loading dock or nearby service areas. 4. The Committee favors Option B to move forward with in the Schematic Design Phase noting the improved student circulation over Option A.
1.18	B. Williams	B. Williams distributed and reviewed a memo describing the NECHPS Prerequisite Meeting Workshops, dated 12/13/17 and attached. The Committee asked to target the mornings of 1/10/18 and 1/17/18 for the workshops. B. Williams to coordinate the final meeting dates and times.

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1.19	Record	A resident discussed potential contract and labor structuring and requested to be on a future meeting agenda.
1.20	Record	A Motion was made by L. Miller and seconded by J. Almond to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, RIDE Regulations for the Schematic Design Submission, School Building Committee Meetings and Agendas for the Schematic Design Phase and the Design Development Phase, Broad Scope Project Schedule, Preliminary Project Budget, Amendment No. 1 Hazardous Materials Consultancy, Amendment No. 2 Site Survey and Wetlands Flagging Consultancy, Amendment No. 3 Geotechnical Consultancy, Amendment No. 4 Traffic Engineering Consultancy, 12/6/17 Existing Telecom and Security Meeting Minutes, 12/6/17 Existing MEP Systems Meeting Minutes, Space Summary for Option A, Floor Plans for Option A and Option B, Memo Describing the NECHPS Prerequisite Meeting Workshops

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes.

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