

## 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: 1/11/18  
 Meeting Time: 6:30 PM  
 Meeting No: 2

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	milazzoa@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
✓	Anne Loiselle	SMMA	aloiselle@smma.com
✓	Joel Seeley	SMMA	jseeley@smma.com

Item #	Action	Discussion
2.1	Record	Call to Order
2.2	Record	Representatives from Colliers and Hill distributed and reviewed their fee proposals, attached. After discussion, a motion was made by L. Miller and seconded by A. Ranaidi to recommend Colliers to the Town Council. Motion passed unanimous.
2.3	C. Racine	C. Racine provided a progress update for the Site Consultants as follows: <ol style="list-style-type: none"> <li>1. Hazardous Materials Consultancy – Field work was completed over the holiday break and samples have been sent to the lab. SMMA expects the report and cost estimate to be completed by 2/9/18.</li> <li>2. Site Survey – Survey field work is on-going and should be completed by 1/26/18. SMMA expects the survey Cadd work to be completed by 2/9/18.</li> <li>3. Wetlands Flagging Consultancy – Wetlands review and on-site flagging has been completed. A draft report has been submitted and is being reviewed by SMMA.</li> <li>4. Geotechnical Consultancy – Geotechnical explorations are on-going and should be completed by the end of this week. SMMA expects a draft report to be completed by 2/9/18.</li> <li>5. Traffic Engineering Consultancy - Traffic impact study is scheduled to begin within the next two weeks. SMMA expects a draft of the traffic study to be completed by 2/9/18.</li> </ol>
2.4	Record	J. Seeley distributed and reviewed the 12/15/17 Local Site Permitting meeting minutes, attached.
2.5	Record	J. Seeley distributed and reviewed the 1/3/18 Lincoln Water Commission meeting minutes, attached
2.6	Record	J. Seeley distributed and reviewed the 1/10/18 NECHPS Integrated Design Workshop meeting minutes, attached.
2.7	Record	J. Seeley distributed and reviewed the 1/10/18 NECHPS Crime Prevention through Environmental Design Workshop meeting minutes, attached.
2.8	A. Loiselle	A. Loiselle indicated meetings were held with 23 faculty members today to review the educational program and updated floor plans. A. Loiselle will issue meeting minutes of the meetings.
2.9	C. Racine	C. Racine distributed and reviewed updated Site Plans and bus/parent vehicle circulation routes, attached.  Committee Discussion: <ol style="list-style-type: none"> <li>1. M. Gagnon indicated the loading dock and dumpster arrangement needs to be refined.</li> </ol>

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		<p><i>C. Racine to schedule a meeting with DPW to review the loading dock and dumpster arrangement.</i></p> <p>2. M. Gagnon asked if a meeting with the Fire Department has been scheduled yet? <i>C. Racine indicated yes, a meeting has been scheduled for 1/17/18 with the Fire Department and Building Department.</i></p>
2.10	L. Miller A. Loiselle	<p>A. Loiselle distributed and reviewed the updated Floor Plans, attached.</p> <p>Committee Discussion:</p> <p>1. A. Ranaldi asked what was the change to the elevator locations? <i>A. Loiselle indicated the elevators have been located in the new additions, to reduce the amount of demolition and reconstruction work associated with constructing the elevator shafts through the existing structure.</i></p> <p>2. J. Schofield asked if the classroom between the auto shop and wood shop was missing? <i>A. Loiselle indicated no, the teachers requested removing the classroom and incorporating that square feet within the shop. Classroom type instruction will occur within the shop.</i></p> <p>3. A. Ranaldi asked if the instruction spaces adjacent to the auto shop and wood shop would be impacted by noise from the shops? <i>L. Miller will ask Beacon to perform noise measurements of the current auto shop and wood shop operation and provide to SMMA. SMMA will have the acoustical consultant review and ensure noise from the auto shop and wood shop will not impact the adjacent instructional spaces.</i></p> <p>4. G. Fortunato requested SMMA meet with the speech and language specialist to review their needs for the project. <i>A. Loiselle will coordinate a meeting with the speech and language specialist.</i></p>
2.11	J. Seeley	<p>J. Seeley distributed and reviewed the Schematic Design Construction Cost Estimate, attached. The estimate reflects a GMP construction cost of \$50,850,002. The GMP construction budget is \$50,302,480, which will need to be reduced by approximately \$1.4 million to accommodate the final fee established for OPM services. SMMA will develop cost reduction options for the next Committee meeting.</p> <p>Committee Discussion:</p> <p>1. J. Ward indicated the Town may have other sources of funding to draw from to accommodate the overage and/or the additive alternates above the \$60 million bond.</p>

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2.12	Record	J. Seeley requested direction on whether the project is to be submitted and permitted through the Planning Board. The scope of the project does not meet the criteria of a Major Land Development Project, therefore is not required to be permitted through the Planning Board. SMMA confirmed with RIDE that unless a local municipality requires Planning Board approval, RIDE does not.  After discussion, a motion was made by M. Gagnon and seconded by K. Donabedian to not submit and permit the project through the Planning Board. No discussion, motion passed eleven in favor and two against.
2.13	Record	A Motion was made by M. Roll and seconded by K. McNamara to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Colliers and Hill fee proposals, 12/15/17 Local Site Permitting meeting minutes, 1/3/18 Lincoln Water Commission meeting minutes, 1/10/18 NECHPS Integrated Design Workshop meeting minutes, 1/10/18 NECHPS Crime Prevention through Environmental Design Workshop meeting minutes, updated Site Plans and bus/parent vehicle circulation routes, updated Floor Plans, Schematic Design Construction Cost Estimate

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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