

**Groton-Dunstable Building Committee Meeting Minutes**

**October 8, 2019**

**Central Office – 344 Main Street – 6:00 PM**

**Building Committee Members Present/Absent** [7 voting members required for quorum]

<b>Committee Member</b>	<b>Present</b>	<b>Absent</b>	<b>Late [time arrived]</b>
Fay Raynor	✓		
Mark Haddad	✓		
Gail Chalmers		✓	
Alison Manugian		✓	
Luke Callahan		✓	
Brian O’Donahue	✓		
Laura Chesson	✓		
Colby Doody	✓		
Marlena Gilbert	✓		
Ryan McLane		✓	
Sherry Kersey	✓		
Jake Lewon	✓		

**Guests:** David Saindon (Leftfield), Eileena Long (Leftfield), Jim Rogers (Leftfield), Sylvia Mihich (Studio G), Gail Sullivan (Studio G), Steve Michener (Studio G)

**1. Call to order**

Ms. Raynor called the Building Committee meeting to order at 6:01 PM.

**2. Vote to Approve Meeting Minutes**

Mr. Haddad made a motion to approve the School Building Committee (“SBC”) meeting minutes for the 9/24/2019 SBC meeting; the motion was seconded by Dr. Chesson and the motion passed by the rest of the committee present.

**3. Vote to Approve Invoices and Commitments**

Mr. Saindon presented Leftfield’s invoice dated 10/08/19 for September 2019 in the amount of \$10,853. Mr. Haddad made a motion to approve the Leftfield Invoice dated 10/08/19 in the amount of \$10,853; the motion was seconded by Ms. Gilbert; a roll call was taken as detailed below.

<b>Voting member</b>	<b>In favor</b>	<b>Opposed</b>	<b>Absent</b>	<b>Abstained</b>
Fay Raynor	✓			
Mark Haddad	✓			
Colby Doody	✓			

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Gail Chalmers			✓	
Alison Manugian			✓	
Luke Callahan			✓	
Brian O'Donahue	✓			
Laura Chesson	✓			
Marlena Gilbert	✓			
Ryan McLane			✓	
Sherry Kersey	✓			
Jake Lewon	✓			

**4. Designer RFS Update**

Mr. Saindon & Dr. Chesson updated the committee on the MSBA Designer Selection Panel (“DSP”) which occurred on 10/1/2019. Studio G (“SGA”) received the highest ranking, Lavallee Brensinger was ranked second, Perkins + Will was ranked 3<sup>rd</sup> and Dore & Whittier was ranked 4<sup>th</sup>. After the DSP, Mr. Saindon sent SGA a road map of the contract process and has been collaborating with SGA and Ms. Kersey about SGA’s contract.

**4a. Studio G Presentation:** SGA did a presentation similar to the presentation they did for the MSBA DSP. Ms. Raynor requested that SGA ensure that all of the feasibility options include a traffic impact review as there is a concern about traffic on Route 119. Regarding wetlands, Mr. Haddad requested that SGA and Samiotes (Civil Consultant) review the feasibility options with the Conservation Commission.

**4b. Contract Review/ Approval:** Mr. Saindon, Ms. Kersey, and SGA are collaborating on SGA’s contract, the team hopes to come to the next SBC meeting with a contract for approval.

**5. PDP (Preliminary Design Program) Overview**

Leftfield will send SGA the current project directory, SGA will respond and notify Leftfield who should go on the project directory. SGA agreed to do an online survey for the community as part of feasibility. Mr. Saindon spoke to the next steps. SGA will provide a work plan for the upcoming items, Leftfield will then put the project schedule together. Mr. Saindon requested that SGA review and use the new MSBA space summary template that can be downloaded from MSBA website. Ms. Gilbert

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confirmed that on 10/23/19 the school committee will review & discuss the educational visioning.

**6. Public Comment - None**

**7. Adjournment**

Mr. Saindon confirmed the next School Building Committee meeting is on October 22, 2019, at 6:00 pm at the Central Office at 344 Main Street in Groton.

Ms. Gilbert made a motion to adjourn the meeting; the motion was seconded by Ms. Gilbert; the motion passed unanimously by those present. The meeting concluded at 7:44 PM.