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5.1 Certified SBC Meeting Information & Presentation Materials

The meeting minutes for all Building Committee (BC) meetings and Project-related School Committee Meetings noted in the Local Action and Approval Certification letter are included in Appendix 6/5.1.

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5.2 Local Actions & Approvals Certification

The attached Local Action and Approval Certification has been executed by Dr. Laura Chesson, Chief Executive Officer and Superintendent of Schools, as well as Marlena Gilbert, School Committee Chair.

EVALUATION OF EXISTING
CONDITIONS
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5.3 Approval & Public Notification of School Configuration Changes

There are no planned school configuration changes.

FINAL EVALUATION
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Florence Roche Elementary School Building Committee

145 Main Street Groton, MA 01450 | www.gdrsd.org

April 30, 2020

Mary Pichetti
Director of Capital Planning
40 Broad Street
Boston, Massachusetts 02109

Re: Groton-Dunstable; Florence Roche Elementary School Feasibility Study
Module 3 - Preferred Schematic Report Local Actions and Approval Certification

Dear Ms. Pichetti:

The Florence Roche Elementary School Building Committee ("SBC") has completed its review of the Feasibility Study - Preliminary Schematic Report ("PSR") for the Florence Roche Elementary School project (the "Project"), and on April 28, 2020 the SBC voted to approve and authorize Studio G Architects and Leftfield to submit the Feasibility Study related PSR materials to the MSBA for its review and consideration. A certified copy of the SBC meeting minutes from February 11, 2020 through April 14, 2020 is attached for record. A draft copy of the April 28, 2020 meeting minutes is attached, which includes specific language of the vote and the number of votes in favor, opposed, and abstained regarding the submission of the PRS to the MSBA. A certified copy of the SBC April 28, 2020 meeting minutes will be forwarded following approval at the next scheduled SBC meeting.

Since the MSBA's Board of Directors invited the District to conduct a Feasibility Study on December 12, 2018, since the hiring of Leftfield the SBC has held a total of 18 meetings regarding the proposed project, in compliance with the state Open Meeting Law and as recently amended on March 12, 2020. Summaries, agendas and minutes for the first 13 of these meetings (December 4, 2018 through January 28, 2020) were submitted to the MSBA with the Preliminary Design Program ("PDP") Local Action Certification earlier this year. The following is a summary of the subsequent 6 Building Committee meetings the SBC held to discuss and/or present to the public material related to the PSR. Where no action was required or taken, or where discussion is noted, please refer to the attached meeting minutes for additional detail. Notice for each meeting was posted at the Groton-Dunstable Regional Central Office and on the Town's public meeting calendar website.

02/11/2020	6:00pm	Groton-Dunstable Regional Central Office 344 Main St. Door 8
Call to Order		No action required/taken.
Approval of Minutes from 01/28/2020		Motion taken/ Minutes approved
Vote to Approve Invoices/ Commitments		Roll call taken, Leftfield & SGA Invoices approved
Review of Design Progress on Options		No action required/ taken
Look-Ahead Project Schedule/ Work Plan for Preferred Schematic Report Phase		No action required/ taken
Communication/ Outreach Update		No action required/ taken
Swallow Union Discussion		No action required/ taken
Next Meeting Schedule		Confirmed 02/25/20 Meeting

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Module 3 – Feasibility Study

Florence Roche Elementary School Building Committee

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Public Comment		None
New Business		None
02/25/2020	6:00pm	Groton-Dunstable Regional Central Office 344 Main St. Door 8
Call to Order		No action required/taken.
Approval of Minutes from 02/11/2020		Motion taken/ Minutes approved
Vote to Approve Invoices/ Commitments		No action required/ taken
Designer/ OPM Updates		Motion taken & BC approved SGA to continue Option 3.2"H"
Look-ahead project schedule/ work plan for PSR phase		No action required/ taken
Communication/ Outreach Update		No action required/ taken
Next Meeting Schedule		Confirmed 03/10/20 Meeting
Public Comment		None
New Business		None
03/10/2020	6:00pm	Groton-Dunstable Regional Central Office 344 Main St. Door 8
Call to Order		No action required/taken.
Approval of Minutes from 02/25/2020		Motion taken/ Minutes approved
Vote to Approve Invoices/ Commitments		Roll call taken, Leftfield & SGA Invoices approved
Designer/ OPM Updates		No action required/ taken
Look-ahead project schedule/ work plan for PSR phase		No action required/ taken
Tax Exempt Analysis		No action required/ taken
Communication/ Outreach Update		No action required/ taken
Next Meeting Schedule		Confirmed 03/24/20 Meeting
Public Comment		None
New Business		None
03/24/2020	6:00pm	Virtual Go-To Meeting
Call to Order		No action required/taken
Approval of Minutes from 03/10/2020		Moved to 4/14/2020 agenda
Vote to Approve Invoices/ Commitments		No action required/taken
Designer/ OPM Updates		No action required/ taken
Chapter 149A vs Chapter 149		Motion taken/ Chapter 149 approved
Look-ahead project schedule/ work plan for PSR phase		No action required/ taken
Next Meeting Schedule		Confirmed 04/14/20 Meeting
Public Comment		None
New Business		None
04/14/2020	6:00pm	Virtual Zoom Meeting
Call to Order		No action required/taken.
Approval of Minutes from 03/24/2020 & 03/10/2020		Motion taken/ Minutes approved
Vote to Approve Invoices/ Commitments		Roll call taken, Leftfield & SGA Invoices approved
Designer/ OPM Updates		No action required/ taken
Review of Community Outreach Update		No action required/ taken
Look-ahead project schedule/ work plan for PSR phase		No action required/ taken

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Module 3 – Feasibility Study

Florence Roche Elementary School Building Committee

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Communication/ Outreach Update	No action required/ taken
Next Meeting Schedule	Confirmed 04/28/20 Meeting
Public Comment	None
New Business	None

<u>04/28/2020</u>	<u>6:00pm</u>	<u>Virtual Zoom Meeting</u>
Call to Order		No action required/taken.
Approval of Minutes from 04/14/2020		Motion taken/ Minutes approved
Vote to Approve Invoices/ Commitments		No action required/ taken
Designer/ OPM Updates		No action required/ taken
Review space summary adjustments; review construction & total project budget for short list options; review of options 2, 3.2f, 4; review qualitative selection criteria		No action required/ taken
Review PSR Table of Contents		No action required/ taken
Approval of Preferred Schematic Report		Motion taken/ PSR approved
Next Meeting Schedule		Confirmed 05/12/2020 Meeting
Public Comment		None
New Business		None

In addition to the SBC meetings listed above the District held the below public meetings, which were posted in compliance with the state Open Meeting Law, and as recently amended on March 12, 2020, at which the Project was discussed. For all items except the Community Visioning Session (for which formal meeting notes were not kept), please refer to the attached meeting minutes for additional detail. Notice for each meeting was posted at the Groton-Dunstable Regional Central Office and on the Town's public meeting calendar website. These meetings include:

Groton-Dunstable School Committee Meetings (only applicable agenda items listed)

<u>04/22/2020</u>	<u>7:00pm</u>	<u>Virtual Meeting on Zoom</u>
<u>Florence-Roche Elementary School Building Project Update presented by Studio G & Leftfield</u>		

Agenda's and meeting minutes for the above listed meetings are available for public viewing electronically via the following links:

For SBC information: <https://www.florencerocheproject.org/agendas---meeting-minutes>

For SC information: <http://gdrsd.org/school-committee/>

Presentation materials for each of the above listed meetings are available for public review by contacting the Groton-Dunstable Regional School District Department.

To the best of my knowledge and belief, each of the meetings listed above complied with the requirements of the Open Meeting Law, M.G.L. c. 30A, §§ 18-25 and 940 CMR 29 *et seq.*, and as amended by executive order on March 12, 2020.

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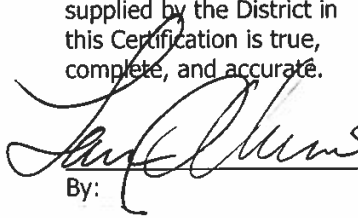
Module 3 – Feasibility Study

Florence Roche Elementary School Building Committee

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If you have any questions or require any additional information, please contact Eileena Long via email at ELong@leftfieldpm.com

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.

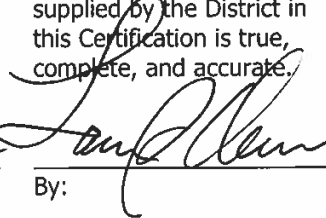


By:

Title: Chief Executive Officer

Date: April 30, 2020

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.

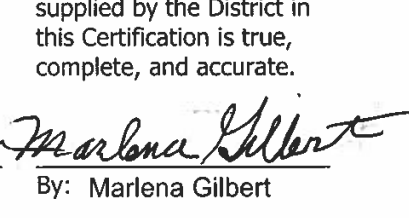


By:

Title: Superintendent of Schools

Date: April 30, 2020

By signing this Local Action and Approval Certification, I hereby certify that, to the best of my knowledge and belief, the information supplied by the District in this Certification is true, complete, and accurate.



By: Marlena Gilbert

Title: Chair of the School Committee

Date: April 30, 2020

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