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**Tri-Board Meeting  
Minutes of November 15, 2012  
Board of Selectmen/Finance Committee/School Committee**

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**I. Call to Order/Roll Call**

Board of Selectmen Chairman Paul Salafia called the Tri-Board Meeting to order at 7:02 P.M. in the Hall in the Memorial Hall Library. Present from the Board of Selectmen (Roll call): Chairman Salafia-Y and Selectmen Dan Kowalski-Y, Alex Vispoli-Y and Mary Lyman-Y.

Chair Paula Colby-Clements opened the meeting for the School Committee at 7:03 P.M. Present from the School Committee (Roll call): Annie Gilbert-Y, Richard Collins-Y, and Dennis Forge-Y.

Finance Committee Chairman S. Jon Stumpf opened the meeting for the Finance Committee at 7:02 P.M. Present from the Finance Committee (Roll call): Joanne Marden, Mary O'Donoghue, Mark Merritt, Margaret Kruse, Paul Fortier, Greg Serrao, and Linn Anderson.

Others in attendance: Town Manager Buzz Stapczynski, Assistant Town Manager Steve Bucuzzo, Director of Finance Donna Walsh, Superintendent of Schools Marinel McGrath, Assistant Superintendent Nancy Duclos and Assistant Superintendent Paul Szymanski.

School Building Committee: Tom Deso, Joe Reilly, Emil Frei, Bill Held, Malcolm Forsman, Maria Maggio.

Dore & Whittier, Owner's Project Manager: Trip Elmore, Project Manager and Rachel Milaschewski, Assistant Project Manager. Skanska Construction: Dan Lanneville, Project Executive, and Bill Endicott, Project Manager.

The meeting was duly posted and cable-cast live.

**II. Opening Ceremonies**

**A. Moment of Silence/Pledge of Allegiance**

Chairman Salafia asked for a Moment of Silence followed by the Pledge of Allegiance.

**III. Bancroft School Building Committee Presentation**

Project Manager Trip Elmore explained how the project is being managed, the pre-qualification process, trade contractors and sub-contractors and bidding process. Approximately 15% of the construction is complete. Phase I included the West Knoll Road extension and driveway, foundations and the steel which will arrive on December 3<sup>rd</sup>. To date 61.34% of the bids have been negotiated, however they are \$2.7M over-budget on packages awarded and forecast a projected over-budget of \$5M.

Interim Plant & Facilities Director Maria Maggio provided a recap of MSBA's funding agreement and spoke about the finances of the project which included the feasibility study and schematic design, pre-construction services, non-construction costs, the construction budget, and owner's contingencies. The total project was budgeted at \$44,569,837 less ineligible costs and scope exclusions. The Town's contribution to the project is \$27,886,084 and MSBA's reimbursement is 44% on eligible costs, and their

Facilities Grant of \$16,773,753.

Lorraine Finnegan of the architectural firm SMMA reviewed the estimate history from 2010 to April 2012 which included the schematic design, approval of project at the Special Town Meeting, design development, and construction documents. She also talked about the bid and award timeline and value engineering history. School Building Committee member Joe Reilly spoke about the impact of rising construction market conditions which were originally stagnant when the project began and the impact of the delay in the project on the budget.

School Building Committee Chairman Tom Deso said they met with MSBA on October 15<sup>th</sup> to address the higher bids received and the various options available to the Town which include stopping the project, redesigning the project, requesting additional state funding, reallocating funds within the project budget and seeking Town approval for additional funds at a Town Meeting (Special or Annual). The School Building Committee recommends continuing with the project and updating the project budget and analyzing future impacts. They could also collaborate on an agreeable solution with MSBA to temporarily reallocate certain funds pending the Annual Town Meeting's approval to allow the construction to continue; or wait until the Annual Town Meeting to request additional funds.

Construction costs are expected to continue rising and costs would continue to be incurred daily if the project were extended. The Town would have to spend more money to address the structural issues at the school and all money from MSBA would have to be reimbursed if the project were stopped. The Town will not receive additional funding from MSBA, therefore, other options include eliminating the scope and re-bidding or using contingency and technology funds to offset the bid deficit which would have to be approved by MSBA. The preferred option is to seek approval for additional funds at a Town Meeting. They propose the Tri-Board meet in early January to discuss a warrant article for Town Meeting.

The members in attendance discussed the options presented and the Town Manager said he would schedule an agenda item on the proposal of a warrant article for Town Meeting at the Board of Selectmen's Meeting on November 19<sup>th</sup>.

## **VI. Adjournment**

At 8:40 P.M. on a motion by Selectman Vispoli with a second by Selectman Lyman, it was voted 4-0 to adjourn. Roll call vote: Mary Lyman-Y, Alex Vispoli-Y, and Chairman Salafia-Y.

On a motion by Dennis Fogue and seconded by Annie Gilbert the School Committee voted 4-0 to adjourn. Roll call vote: Paula Colby-Clements-Y, Dennis Fogue-Y, Richard Collins-Y, and Annie Gilbert-Y.

On a motion by Mary O'Donoghue and seconded by Mark Merritt the Finance Committee motioned to adjourn. Roll call vote: Jon Stumpf-Y, Mary O'Donoghue-Y, Greg Serrao-Y, Paul Fortier-Y, Joanne Marden-Y, Margaret Kruse-Y, Linn Anderson-Y, and Mark Merritt-Y.

Respectfully submitted,

*Dee DeLorenzo*

Dee DeLorenzo, Recorder