

**SCHOOL BUILDING COMMITTEE MINUTES
FOR THURSDAY, JULY 16, 2009**

SBC MEMBERS PRESENT:

Lee Storrs, Chair
Bill Rizzo
Janne Cornell
Larry Barton
Wendell Sykes
Robert Wiggins
Bill Fink
Don Rober
Robert Pauplis
Ingo Szegvari
William Risso
Doug Stevenson
Janne Corneil

OTHERS PRESENT:

Sean Fennell
Laura Warnick

I. Call to Order

Lee Storrs called the meeting to order 7:05 pm

II. Reading & Approval of the Minutes

Wendell moved minutes from June 24, 2009 be accepted. Corrections noted.
All in favor of accepting as amended.

III. COMMUNICATIONS AND CORRESPONDENCE

1. The MSBA meeting of 7/13/09 was discussed. Daedalus distributed minutes of the MSBA meeting along with a recommendation that the Town move forward with signing the FSA.
2. The Feasibility Study Agreement (FSA) with the MSBA was discussed. The agreement is currently with the Towns legal department being reviewed. It is expected that this legal review will be concluded shortly. Following this, the FSA will be brought before the Board of Selectmen for their approval.
3. The HMFH contract status was discussed. The HMFH fee proposal has been approved by the committee and only a handful of technical details remain regarding contract attachments. There was discussion about HMFH's contractual obligation to complete any remaining from the feasibility stage that must be done before schematic design can begin. Laura Wernick assured the committee that these open feasibility items will be completed within their proposed fee and that the proposed contract requires HMFH to do so. Daedalus will conclude their review of the contract Friday 7/17 and send to Robert Wiggins for his review, Robert will send it along to Town council

CARLISLE PUBLIC SCHOOLS

83 School Street, Carlisle, MA 01741 Phone: 978-369-6550 Fax: 978-369-0764 www.carlisle.k12.ma.us

after that. The Committee made and approved a motion that it is their intent to award a contract to HMFH.

4. The Daedalus contract is still being reviewed by the Towns legal council.
5. Daedalus distributed instructions on how to access the Daedalus project ftp site, which will host project records. It was requested that the prior meeting minutes be posted on this ftp site and this will be done.
6. The proposed design schedule was discussed and it was agreed that the schedule for design would be decided upon when the FSA is signed by MSBA and the Town, and a contract with HMFH is executed. HMFH stated that it may be possible to compress the schematic design schedule down to about 3 months such that a November meeting of the MSBA board could approve the project to move on to a budget and scope agreement.
7. The Committee reviewed the minutes of the sub-committee on technical issues as well as the design sub-committee minutes of their meeting.
8. The 3 land survey proposals were reviewed. There were several questions that Daedalus will follow up with the surveyors on. The committee would like the wooded area at the corner of Church and School streets surveyed, the committee asked if the surveyor would install a permanent benchmark on this site, the committee asked if the surveyor would plot the line of the Carlisle historic district on the survey and the committee asked that the surveyor review the official property deed to determine how many parcels the property is recorded as and determine the need to stake each of those corners, the committee also questioned what the Town's requirements are for professional liability insurance policies.
9. It was requested that Daedalus put together a current list of CSBC members and send to MSBA.
10. There was discussion regarding the schedule for the CSBC to present the project to various Town Boards, abutters, Town departments, Town committees and groups as well as parents and the general public. A schedule for presentations will be developed on the coming weeks.

Motion to adjourn: R. Wiggins

Seconded by Wendell Sykes

Meeting ended at 9:40 pm