



**SCHOOL BUILDING COMMITTEE  
MEETING MINUTES**

Project: Tri-County Vocational High School  
 Subject: School Building Committee Meeting No. 21  
 Location: 147 Pond St, Franklin, MA  
 Distribution: Attendees, Project File

Project No: MP20-28  
 Meeting Date: 02/15/2023  
 Time: 4:00 PM  
 Prepared By: R. Rincon

Present	Name	Affiliation	Present	Name	Affiliation
x	Brian Mushnick*	SBC Chair		Mike Burton	DWMP
x	Karen Maguire*	Superintendent	x	Trip Elmore	DWMP
x	Dan Haynes*	Business Admin.	x	Christina Dell Angelo	DWMP
x	Michael Procaccini*	Principal		Mike Cox	DWMP
	Jonathon Dowse*		x	Rachel Rincon	DWMP
x	Brendan Bowen*	SBC Member		Elias Grijalva	DWMP
x	Stanley Widak Jr.*	SBC Member		Charlie Lyons	DWMP
x	Harry Takesian*	SBC/SC Member		Aidan Place	DWMP
	Jane Hardin*	Facilities	x	Carl Franceschi	DRA
x	Bob Foley*	SBC Member	x	Vladimir Lyubetsky	DRA
	Lloyd "Gus" Brown*	Adult Ed Dir.		Sara Carda	DRA
	Jeanne Terrell	Bldg. CM			
	Michael F. Galasso	Admin			
	Jennifer D, Angelo	SC Member			
	Gerald Lafleur	SC Member			
	Gregory St. Lawrence	SC Member			
	Tracey Steward	SC Member			
	John Lee	SC Member			
	John Rose	SC Member			
	Steve Sullivan	SC Member			
	Patrick Moran	SC Member			
	Peter Wiernicki	SC Member			
	Sherri Minch	SC Member			
	Sherri Minch	Public			

Item No.	Description	Action
21.1	<p><b>Call to order:</b> 4:05 PM meeting was called to order by SBC Chair B. Mushnick, with 8 of 11 voting members in attendance.</p>	Record
21.2	<p><b>Previous Topics &amp; Approval of January 12th, of 2023, Meeting Minutes:</b>            A motion to approve the January 12<sup>th</sup>, 2023, meeting minutes as submitted was made by B. Foley and seconded by M. Procaccini.</p> <p><b>Discussion:</b> None</p> <p><b>Vote:</b> B. Mushnick (Y), K. Maguire (Y), D. Haynes (Y), M. Procaccini (Y,) H. Takesian (Y), B. Bowen (Y), B. Foley (Y), S. Widak Jr. (Y)</p> <p><b>Abstentions:</b> None</p> <p>Motion passes, to approve January 12<sup>th</sup>, 2023, meeting minutes with changes.</p>	Record
21.3	<p><b>Invoices for Approval:</b>            B. Mushnick calls for a motion to approve DWMP Invoice No. 015</p> <p><b>Invoice 1:</b> DWMP January Invoice No. 015, in the amount of <u>\$15,000.00</u></p> <p>A motion was made by B. Foley and seconded by H. Takesian for the approval of DWMP Invoice No. 015</p> <p><b>Discussion:</b> None.</p> <p><b>Vote:</b> B. Mushnick (Y), K. Maguire (Y), D. Haynes (Y), M. Procaccini (Y,) H. Takesian (Y), B. Bowen (Y), B. Foley (Y), S. Widak Jr. (Y)</p> <p><b>Abstentions:</b> None</p> <p>Motion passes to approve DWMP Invoice No. 015 for payment.</p> <hr/> <p>B. Mushnick calls for a motion to approve DRA Invoice No. 012</p> <p><b>Invoice 2:</b> DRA January Invoice No. 012, in the amount of <u>\$2,850.00</u></p> <p>A motion was made by H. Takesian and seconded by M. Procaccini for the approval of DRA Invoice No. 012</p> <p><b>Discussion:</b> None.</p>	Record

	<p><b>Roll Call:</b> B. Mushnick (Y), K. Maguire (Y), D. Haynes (Y), M. Procaccini (Y,) H. Takesian (Y), B. Bowen (Y), B. Foley (Y), S. Widak Jr. (Y)</p> <p><b>Abstentions:</b> None</p> <p>Motion passes to approve DRA Invoice No.012 for payment.</p>	
	<p>B. Mushnick calls for a motion to approve DRA Professional Service Invoice No. 002.</p> <p><b>Invoice 2:</b> DRA Professional Service Invoice No. 002, in the amount of <u>\$11,880.00</u></p> <p>A motion was made by B. Foley and seconded by M. Procaccini for the approval of DRA Professional Service Invoice No. 002.</p> <p><b>Discussion:</b> None.</p> <p><b>Roll Call</b> B. Mushnick (Y), K. Maguire (Y), D. Haynes (Y), M. Procaccini (Y,) H. Takesian (Y), B. Bowen (Y), B. Foley (Y), S. Widak Jr. (Y)</p> <p><b>Abstentions:</b> None</p> <p>Motion passes to approve DRA Professional Service Invoice No.002 for payment.</p>	
21.4	<p><b>DRA Design Update</b></p> <p>C. Franceschi reviews the site design with the SBC.</p> <ul style="list-style-type: none"> <li>• The field house could remain and be upgraded to include plumbing.</li> <li>• Topography affects the site layout. It is a 4%-5% slope which is important because that makes the entire site accessible, and ramps/handrails will not be needed.</li> <li>• There are multiple entrances. 1. Students, 2. Visitors, 3. Post Graduate Students</li> <li>• Car and Bus drop offs will be separate.</li> <li>• Site Plan NC.3 is the preferred option.</li> <li>• Option 1A       <ul style="list-style-type: none"> <li>○ Pros           <ul style="list-style-type: none"> <li>▪ Access to track, main field, concessions from school</li> <li>▪ East-facing bleachers – reduce glare from spectators</li> </ul> </li> <li>○ Cons           <ul style="list-style-type: none"> <li>▪ Higher sitework cost to relocate track</li> <li>▪ Bleachers may require retaining wall</li> </ul> </li> <li>○ Total Parking           <ul style="list-style-type: none"> <li>▪ Existing: 430</li> <li>▪ Proposed: 550</li> </ul> </li> </ul> </li> <li>• Option 2B</li> </ul>	Record

	<ul style="list-style-type: none"> <li>○ Pros           <ul style="list-style-type: none"> <li>▪ Lowest sitework cost</li> <li>▪ Access to main field, bleachers, concessions from school</li> <li>▪ Space for two practice fields</li> </ul> </li> <li>○ Cons           <ul style="list-style-type: none"> <li>▪ Lower parking area distant to bleachers</li> <li>▪ Bleachers are west-facing</li> <li>▪ Track distance to school 1000+</li> </ul> </li> <li>○ Total Parking           <ul style="list-style-type: none"> <li>▪ Existing: 430</li> <li>▪ Proposed: 550</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>• C. Franceschi shares there is a potential construction access road that would be beneficial to the project. It would keep construction workers, deliveries, etc. separate from the High School.</li> <li>• Option 2B is decided as the preferred option.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• M. Procaccini mentions there are about 150 students dropped off and picked up every day.</li> <li>• K. Maguire asks about having a gate on Tri-County Road or in front of the school. DRA is exploring those options.</li> </ul>	
21.5	<p><b>CM @ Risk Update</b></p> <p>C. Dell Angelo reviews the CM @ Risk selection process and asks for a vote from the subcommittee to recommend the SBC proceed with submitting the request for proposals to Consigli, Dimeo, Gilbane and Suffolk.</p> <p>CM @ Risk Selection Process</p> <ul style="list-style-type: none"> <li>• Subcommittee meets and ranks qualifications 2/10 &amp; 2/14</li> <li>• SBC meeting and vote to qualify CM firms 2/15</li> <li>• Distribute RFP to qualified CM's 2/16</li> <li>• CM site visit/walk through 2/23 @1:00pm</li> <li>• Subcommittee meets to review ranking evaluations week of 2/27</li> <li>• Proposals due 3/8 @1:00pm</li> <li>• Subcommittee meets to review proposals and evaluations week of 3/13</li> <li>• Interview CM firm's 3/23 10am-2pm</li> <li>• SBC Meeting and vote for preferred CM</li> <li>• Award SD estimating purchase order/negotiate contract 3/27-3/31</li> </ul> <p>The subcommittee/any SBC or SC members who would like to attend the interviews, will meet on 3/23 from 9:00 AM - 2:30 PM. The interviews will be held in the auditorium. Parking will be available at the rear entrance of the building for interviewees. The SBC meeting will be held later that evening.</p>	Record

	<p><b>Vote:</b> A motion was made by B. Foley and seconded by M. Procaccini to accept the 4 CM at Risk companies (Consigli, Dimeo, Gilbane &amp; Suffolk) to receive the Request for proposals.</p> <p><b>Roll Call</b> B. Mushnick (Y), K. Maguire (Y), D. Haynes (Y), M. Procaccini (Y,) H. Takesian (Y), B. Bowen (Y), B. Foley (Y), S. Widak Jr. (Y)</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• K. Maguire notes, once the Subcommittee/SBC approves a CM, the school committee will have the final approval on April 12<sup>th</sup>.</li> <li>• B. Mushnick asks that each member come up with their own individual question to ask the CMs. C. Dell Angelo will send a list of typical questions asked during these interviews.</li> </ul>	
21.6	<p><b>Programming Meetings Update</b>        C. Dell Angelo reviews the upcoming dates for programming meetings.</p> <p><u>Working Group Meetings:</u></p> <ul style="list-style-type: none"> <li>• 1/12/23 - Review the work plan and project goals</li> <li>• 2/9/23 – Site Design</li> <li>• 3/2/23 – Design Vision</li> <li>• 3/23/23 – MEP &amp; Technology Security</li> <li>• 4/6/23 – Design Typical spaces, classrooms, science labs, shops, basic finishes</li> <li>• 4/20/23 – Exterior elevations &amp; materials</li> <li>• 5/4/23 – High profile interior spaces lobby, auditorium, gymnasium, media center, etc.</li> <li>• 5/18/23 – Logistics construction phasing</li> </ul> <p><u>Building Committee Meetings:</u></p> <ul style="list-style-type: none"> <li>• 1/12/23</li> <li>• 2/16/23</li> <li>• 3/23/23</li> <li>• 4/20/23</li> <li>• 5/25/23</li> <li>• 6/21/23</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• M. Procaccini mentions he and Sarah have ideas for the “hall of fame” area of the building and would like to be included in that meeting.</li> </ul>	Record
21.7	<p><b>Other Topics not Reasonably Anticipated 48 hours to prior to the meeting:</b></p> <p><b>Discussion:</b> None</p>	Record

21.8	<p><b>Public Comment:</b> None.</p> <p><b>Discussion:</b> None.</p>	Record
21.9	<p><b>Next Meeting</b></p> <ul style="list-style-type: none"> <li>• 03/23/2023 – SBC Meeting No.22</li> <li>• 04/20/2023 – SBC Meeting No. 23</li> <li>• 05/25/2023 – SBC Meeting No. 24</li> <li>• 06/21/2023- SBC Meeting No. 25 (SD Approval)</li> </ul> <p><b>Discussion:</b> None</p>	Record
21.10	<p><b>Adjourn</b> 5:30 PM A motion was made by B. Foley and seconded by M. Procaccini to adjourn the meeting.</p> <p><b>Discussion:</b> None.</p> <p>All in favor, Motion Passes</p>	Record

Sincerely,

**DORE + WHITTIER**

Rachel Rincon

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.