

**Town Planning/Building Committee for Salem School Renovation**  
**April 14, 2009**  
**Salem School Media Center**  
**7:00 P.M.**

**MINUTES OF APRIL 14, 2009 REGULAR MEETING**

**PRESENT:** Monica McIntyre, Bill Weinschenker, Horace Lindo, Richard Asafaylo, Jim Choquette, Chris LaRose, Kevin Lyden, Dinis Pimentel, Donald Bourdeau (arrived at 7:32 P.M.)

**ABSENT:** Stuart Gadbois, Jenifer Lee, Donna Leake, Michael Siebert

**GUESTS:** Charles Boos, KBA

CALL TO ORDER: Meeting called to order at 7:06 P.M. by Dinis Pimentel, Chairman.

M/S/C (Asafaylo/Lyden) to approve the March 10, 2009 minutes as presented. Vote:  
Yes-6

No-0 Abstain-1 (C. LaRose).

D. Pimentel discussed an e-mail received from R. Asafaylo about the budget, cuts, the likelihood of a fall referendum, and any sort of goal in sight as planned. He also discussed having met with Bob Ross and attending the previous week's Board of Selectmen meeting. D. Pimentel gave a presentation on where the committee is as of now, and mentioned feeling a good reception from the BOS.

It was discussed to meet with BOS members about the impact on the mill rate. Having a group specifically look into the mill rate impact was brought up as an idea.

There is no line item for the committee in the 2009-2010 budget. The committee needs to ask for appropriation. D. Pimentel will check on the funds with Virginia Casey. Working with a bond attorney and/or Webster Bank must be considered for the budget.

A meeting with Bob Ross and Kim Siebert to review a timeline is necessary. This is scheduled to occur on April 23, 2009 with Bob Ross, Kim Siebert, Dinis Pimentel, Charles Boos, and Bill Weinschenker.

There has been no more activity with a political action committee, but the committee discussed potential people to contact and will follow through with that.

The committee needs to be on the BOS and BOF agendas for the month of August to plan for a fall referendum regardless of the outcome of the waivers.

The committee should begin searching for a construction manager in June 2009. D. Bourdeau and C. Boos discussed the differences between a construction manager and a clerk of the works.

The committee drew up a tentative timeline of events from April 2009 to June 2010.

The committee would like a meeting and walk through of the school with Bob Ross, Senator Andrea Stillman and Representative Ed Jutila.

Next meeting will be April 28, 2009 at 7:00 P.M. at Salem School.

M/S/C (Choquette/Weinschenker) to adjourn. Vote: All in favor. Meeting adjourned at 8:32 P.M.

Respectfully submitted by:  
Lindsay K. Chester  
Recording Secretary

Based on the notes that I took during the 3/14 meeting I've put together the following tentative timeline for the Building Committee's review:

- State Legislature considers 2009/2010 Education Bill, waivers granted on or about 06/06/09
- Building Committee (BC) considers Proposed Use of a Construction Manager (CM) 06/09/09
- Board of Selectman (BOS) review Project timeline and Budget, on or about 06/16/09
- BC Solicits Proposals from CM's 07/14/09
- BOS meets to set Town Meeting for Project 08/04/09
- Board of Finance (BOF) meets to review (approve) Project 08/13/09
- BC Interviews CM's 09/08/09
- Town Meeting for Project Approval to Proceed to Referendum 09/16/09
- Project Referendum 09/23/09
- KBA proceeds with project documentation 09/24/09
- BC Selects CM 09/27/09
- CM Provides Design Development Estimate to the BC, project adjustment if required 12/01/09
- KBA completes Bids Documents 01/15/10
- CM Refines Project Estimate Based Upon Final Documents 02/01/10
- Board of Ed (BOE) and BC Approve Final bid Documents and Budget, on or about 02/02/10
- Bureau of School Facilities (BSF) Plan Completion Test (PCT) meeting, on or about 02/09/09
- Plan Review Consultant completes plan review, on or about 03/01/10
- Final Site Plans Submitted to TP&Z, on or about 03/08/10

- KBA completes Plan revisions for submission to BSF 03/17/10
- BSF completes project Sign-Off and releases Project for Bid 03/24/10
- Project Released for Building, on or about 04/01/10
- Local TP&Z, on or about 04/26/10
- Bid Period Complete, on or about 05/19/10
- Guaranteed Maximum Price Contract (GMP) Approved by BC and BOS, on or about 06/01/10
- Project Proceeds into Construction, on or after 06/20/10
- Project Complete, on or before 09/07/11

The above should be regarded as a working document; however, to achieve the 09/07/11 completion goal, most milestones will have to be met.

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