

<b>PICKERING MIDDLE SCHOOL – Lynn, MA</b>		<b>MEETING MINUTES</b>
<b>SCHOOL BUILDING COMMITTEE MEETING NO. 9</b>		<b>August 4, 2016</b>
Location:	City Hall, Room 107	
Time:	11:00 AM	

**Attendees:**

Attended	Name	Association	Email
N	Judith F. Kennedy	Mayor, City of Lynn; SBC	Mayor@lynnma.gov
N	Rachel M. Allaire	Parent Representative; SBC	Rachel.Allaire@comcast.net
Y	Peter M. Caron	CFO, City of Lynn; SBC	PCaron@lynnma.gov
Y	Edward T. Calnan	Experienced Community Member; SBC	edcalnan@gmail.com
Y	Jaime L. Cerulli	Chief Of Staff; SBC Chair	JCerulli@lynnma.gov
N	Dianna Chakoutis	Ward 5 Councilor; SBC	Dianna.Chakoutis@lynnma.gov
N	Kathleen Collins	ISD Administrator	KCollins@lynnma.gov
Y	Donna Coppola	Lynn School Committee: SBC	DonnaCoppola@mail.com
Y	Michael Donovan	ISD Chief; Building Commissioner; SBC	MDonovan@lynnma.gov
N	John E. Ford	Lynn School Committee: SBC	J.E.Ford@verizon.net
Y	Andrew Hall	Lynn DPW Commissioner; SBC	AHall@lynnma.gov
Y	Catherine C. Latham	Superintendent of Schools; SBC	LathamC@lynnschools.org
N	Wayne Lozzi	Ward 1 Councilor; SBC	WLozzi@hotmail.com
Y	James L. Ridley	Retired LPS Principal; SBC	RidleyJL@verizon.net
N	Kevin Rittershaus	PMS Principal; SBC	RittershausK@lynnschools.org
Y	Joseph Smart	Dir. Buildings & Grounds ISD; SBC	JSmart@lynnma.gov
Y	Patrick Tutwiler	Deputy Superintendent of Schools; SBC	TutwilerP@lynnschools.org
Y	Gene Raymond	Raymond Design Associates	graymond@rda-design.com
N	Steve Lamothe	Raymond Design Associates	slamothe@rda-design.com
Y	John Bartecchi	Raymond Design Associates	jbartecchi@rda-design.com
Y	Paul Gransauil	LeftField Project Management	PGransauil@leftfieldpm.com
N	Jim Rogers	LeftField Project Management	JRogers@leftfieldpm.com
Y	Lynn Stapleton	LeftField Project Management	LStapleton@leftfieldpm.com

A Pickering Middle School Building Committee Meeting was held to review the status of the project. A quorum of the School Building Committee was present. J. Cerulli, SBC Chair, called the meeting to order at 11:15 AM.

**I. Approval of Meeting Minutes**

*Approval of July 14, 2016 Meeting Minutes*

1. The following motion and vote were made:

**MOTION:** M. Donovan moved, seconded by P. Caron, that the School Building Committee approve the July 14, 2016 SBC Meeting Minutes.

**The PMS School Building Committee voted unanimously to approve the July 14, 2016 SBC Meeting Minutes. For: 9 - Opposed: 0 – Abstained: 0**

2. Add Jim Lamanna to email list for SBC Meetings.

## **II. Preferred Schematic Report (PSR) Submission**

### *Overview of Preliminary Design Program Submission*

3. It was noted that the Preliminary Design Program Submission was made on July 20, 2016 and that MSBA issued cursory review comments on July 25<sup>th</sup> which were responded to on July 26<sup>th</sup>. Chris Alles, MSBA PM, requested on August 1<sup>st</sup> a summary on how we will go from 13 to 3 or more viable sites. A response was provided on August 2<sup>nd</sup>.
4. An overview outline of the PDP Submission was handed out and G. Raymond discussed the submission and the 13 options presented and their associated costs. The reasoning for narrowing the field of 13 sites and development options to 3 viable options to explore in the Preferred Schematic Report was discussed.

### *Review of Preferred Schematic Report Deliverables*

5. An outline of the Preferred Schematic Report deliverables was discussed with the most important step being to confirm the options that will be carried over to the PSR for further development.
6. It was noted that a formal vote of the SBC would be needed to proceed with the 3 options identified as viable to pursue. The options are as follows:
  - a. Option 5a – 1,660 student school at Gallagher Park
  - b. Option 5b – 1,660 student school at Reservoir Site
  - c. Option 6 - 652 student school at Magnolia Park/1,002 student school at McManus Field

There was further discussion which led to adding a fourth option for further development in the PSR which was:

- d. Option 3a - 652 student school at Magnolia Park/1,002 student school at McManus Field

The following motion and vote were made:

**MOTION:** M. Donovan moved, seconded by E. Calnan, that the School Building Committee vote to approve proceeding with Options 3a, 5a, 5b and 6 for further development in the Preferred Schematic Report.

**The PMS School Building Committee voted unanimously to approve proceeding with Options 3a, 5a, 5b and 6 for further development in the Preferred Schematic Report. For: 10 - Opposed: 0 – Abstained: 0**

### *Discussion of Two-School and One School Options*

7. The SBC further discussed the four options. After discussions, it was decided that each SBC member would anonymously and individually rank the options in order of preference: 1) most preferred to 4) least preferred. The most preferred would receive 1 point to the least preferred receiving 4 points. The following was the outcome of the rankings:
  - 1) Option 6 – 13 points
  - 2) Option 3a – 20 points
  - 3) Option 5b – 22 points
  - 4) Option 5a – 34 points

It was noted that the 2 two-school options were preferred receiving the 1<sup>st</sup> and 2<sup>nd</sup> rankings and the 2 one-school options followed with the 3<sup>rd</sup> and 4<sup>th</sup> rankings. It was important to rank the options because the final decision regarding a two-school versus a one-school option will depend on the project costs and the City's share of the costs.

### **III. Schedule Update**

#### *Review Schedule*

8. The Project Schedule was attached to the meeting minutes and was updated to include dates of all scheduled meetings and some dates for proposed meetings were confirmed.

### **IV. Budget Update**

#### *Review Project Budget*

9. The Project Budget was attached to the meeting minutes which included all expenditures to date.

### **V. Other Business/Discussions**

10. P. Caron reported that he was before the Massachusetts Municipal Finance Oversight Board (MFOB) for approval of the \$4 million bond for current projects as the security is state aid money. He noted that MFOB was critical of the City's financial situation due to the net school spending issue. The City has been using reserve funds to maintain operations on the non-school side which has resulted in a drop in the reserve fund balance from \$23 million to \$14 million.
11. The following was discussed with MFOB as having an impact and included the City's upcoming projects, the Pickering School project and the collective bargaining agreement with the Police Department (9% salary increase over 4 years).
12. MFOB was critical of the items included in the \$4 million bond such as splash block repair, basketball court repair and similar repairs which should be covered in the Capital Budget. It was also noted that no pet projects should be included.
13. MFOB was critical of the City's lack of a 5-year Capital Plan. It was noted that P. Caron was looking to enter into the Commonwealth Compact with the Department of Revenue to develop a 5-year Capital Plan.
14. MFOB strongly encouraged the City to seek a debt exclusion for the Pickering Middle School project as they feel there is not sufficient revenue to support city operations. The Board noted that they would like the Mayor at the next appearance.
15. It was noted that a debt exclusion would mean a tax increase for the term of the bond and a general override would mean a permanent tax increase.

### **VI. Next Meeting**

16. The next PMSBC meeting will be scheduled for September 1, 2016 at 11:00 AM in Room 402. LeftField will send out the meeting packet in advance of the meeting. *After the meeting, The SBC Meeting was changed to August 30, 2016 at 11:00 AM in Room 402.*
17. The next Public Forum #2 will be tentatively scheduled for September 14, 2016 at 7:00 PM.

**VII. Adjournment**

1. The following motion and vote were made:

**MOTION:** P. Caron moved, seconded by D. Coppola, that the School Building Committee vote to adjourn the meeting at 12:36 PM.

**The PMS School Building Committee voted unanimously to adjourn the meeting at 12:36 PM.**

**For: 10 - Opposed: 0 – Abstained: 0**

*These meeting minutes represent what is presumed to be a complete and accurate account of the items reviewed, discussed, directions given and conclusions drawn unless notification to the contrary is received by the next regular construction meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.*

Prepared by,  
**Lynn Stapleton**  
LeftField Project Management, Inc.