

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: 4- Schematic Design

Project No: 202000640305
Meeting Date: 03/12/2024
Time: 6:30 PM
Prepared By: E. Grijalva

Meeting Agenda

1. Call to Order & Number of Voting Members
2. Previous topics & MM for Approval
3. Invoices and Commitments for Approval
4. MSBA Update
5. Other topics not reasonably anticipated 48 hrs prior to meeting
6. Public Comment
7. Next Meeting
8. Adjourn

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Michael Moran*	PBC Member
Michael Ward*	PBC Member- Town Admin
Brian Delorey*	PBC Member
Chris Magliozzi*	PBC Member & Vice Chair
Phil Duffy	PBC Member- Director of Community
Ann Baird	Public
Trip Elmore	DWMP- Project Director
Elias Grijalva	DWMP – Assistant PM
Peter Caruso	LPA A – Project Manager
Jamie Blume	Fontaine Bros- Project Ex.
Chelsey Mutrie	Fontaine Bros – VP of Precon.
Beth Paulson	Fontaine Bros- Project Manager

***PBC Voting Members**

Item No.	Description	Action
25.1	<p>Call to Order & number of voting members present 6:32 pm meeting was called to order by PBC Chair C. McGown with 6 of 7 voting members in attendance.</p>	Record
25.2	<p>Previous Topics & Approval of February 20 ,2024, Meeting Minutes:</p> <p>A motion to approve the February 20, 2024, meeting minutes was submitted by S. Meyer and seconded by C. Magliozzi.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
25.3	<p>Invoices and Commitments for Approval</p> <p>Invoice 1: DWMP February Invoice, in the amount of \$25,000.00 A motion was made by C. Magliozzi and seconded by S. Meyer for the approval of the DWMP February Invoice.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p> <hr/> <p>Invoice 2: LPA A February Invoice, in the amount of \$44,088.00 A motion was made by M. Moran and seconded by B. Delorey for the approval of LPA A February Invoice.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p> <hr/> <p>Invoice 3: Fontaine Bros Invoice, in the amount of \$25,000.00 A motion was made by M. Moran and seconded by C. Magliozzi for the approval of LPA A February Invoice.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes</p>	Record
25.4	<p>MSBA Update</p> <p>T. Elmore informs the committees that the Project Scope and Budget negotiations with the MSBA will be taking place on Wednesday, March 20,2024 @ 1PM. An update will be provided at the next SBC meeting.</p> <ul style="list-style-type: none"> The District and MSBA staff establish and document the project scope, budget, schedule, and MSBA financial participation to forward to the MSBA Board of Directors for their approval. The next Board of Directors meeting is taking place on April 24th,2024. 	Record

	<ul style="list-style-type: none"> • Upon Board approval of a proposed project, the District and the MSBA may enter into a Project Scope and Budget Agreement that defines the project scope, budget, schedule, and potential MSBA participation in the project. • Once the District secures community authorization and financial support, the MSBA and the District enter into a Project Funding Agreement, which also defines the scope, budget, and schedule for the project. • Once a Project Funding Agreement is executed, the District can begin submitting requests for reimbursement to the MSBA for project costs beyond the feasibility study. <p>Discussion: None</p>	
25.5	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <p>Discussion: None</p>	Record
25.6	<p>Public Comment:</p> <p>Discussion: None.</p>	Record
25.7	<p>Next SBC Meeting:</p> <p>PBC/SBC Remote Meeting: April 09, 2024 @ 6:30PM</p>	Record
25.8	<p>Adjourn: 6:49 PM A motion was made by M. Moran and seconded by B. Delorey to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: B. Delorey (Y), C. Magliozzi (Y), M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record

Sincerely,

DORE + WHITTIER

Elias Grijalva

Assistant Project Manager

Cc: Attendees, File

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