

BEVERLY MIDDLE SCHOOL BUILDING COMMITTEE MEETING

Date/Time of meeting: March 13, 2014 at 6:30 PM
Location of meeting: Memorial Building, 502 Cabot Street,
Beverly, MA
Committee members present: Albert Argenziano; Bryant Ayles; Jenifer Badershall; George Binns; Stacy Bucyk; Michael Cahill; Janet Chrisos; Michael Collins; Betsy Desmond; David Gelineau; Roy Gelineau; William Guzowski; David Manzi; Paul Manzo; Judy Miller; Joanna Murphy Scott; Matthew Poska; Joseph Remondi; Thaddeus Siemasko; Todd Surrette; Stephanie Williams.
Staff: Denise Deschamps

Meeting Notes

1) Agenda with brief descriptions of potential subcommittees

Based upon the discussion during the meeting it would seem likely that the Educational Design and Green Building/Alternative Energy Subcommittees will begin meeting before the Feasibility Study is initiated. In addition, given the broad scope of work for the Educational Design Subcommittee members may want to discuss dividing into subgroups to focus on certain areas. All subcommittees should be aware that they are more than welcome to invite individuals into their process who have a particular expertise. For instance, the Educational Design Subcommittee will be reaching out to the City's school faculty and staff.

2) Description of Responsibilities of the OPM Selection Committee

The responsibilities of the OPM Selection Committee were reviewed during the meeting and a vote was taken by the Beverly Middle School Building Committee that unanimously approved the proposed composition of the OPM Selection committee. Its members are:

**Bryant Ayles
George Binns
Raymond Bouchard
Janet Chrisos
Michael Collins
Denise Deschamps
David Gelineau**

3) Summary of MSBA's "Building Process" Modules (1-8)

Since the construction of Beverly High School MSBA has revised its building process which now is defined by 8 phases or modules. (See MSBA's website for

complete details: <http://www.massschoolbuildings.org/building>). Throughout these modules MSBA details the many steps in their process and provides multiple document templates. The attached summary was reviewed during the meeting to acquaint Committee members with some of the actual steps that lay ahead and the sequence of events.

Additional items you should be aware of:

(A) The Mayor will be visiting several school districts that have either recently concluded or are still in the process of constructing a school. The primary purpose of these visits is to (i) solicit their thoughts on how best to expeditiously work through MSBA's process *and* produce a school that serves the needs of the students, faculty and staff; (ii) discuss the physical design and layout of the school and its campus; (iii) discuss educational specifications. Committee members are welcome to join the Mayor on these visits or submit questions to Denise Deschamps that you would like incorporated into these meetings. *Please let Denise Deschamps know as soon as possible if you would like to join the Mayor on one or more of these visits.*

(B) *Please let Denise Deschamps know which of the four subcommittees you would be interested in joining.* Deschamps would like your response by next Wednesday, March 19. You may select more than one subcommittee if your schedule allows for it.

(C) The Mayor and Deschamps will create a document that includes a series of project milestones and a general timeline to give everyone a sense of the project's trajectory.

(D) The City will develop a meeting schedule. At this point the next meeting of this Committee has not been scheduled.

(E) the City will also inquire as to what entity will determine the life cycle of the building.