

Meeting Minutes

Name of Committee: Pierce School Building Committee

Meeting Date: 22 April 2020 Time: 8:00 a.m. Meeting Location: Webex

Attendees: B. Greene, M. Kleckner, H. Charlupski, S. Federspiel, K. Kaplan, B. Lummis, C. Simmons, L. Ryan Miller, M.E. Normen, A. Williams, N. Zuker, C. Levin, B. Fitzpatrick, T. Guigli

Next Meeting: 6 October 2020, 8:00 a.m., Location TBD.

Topic: Meeting Minutes – Meeting Minutes of 18 September 2019 unanimously approved.

Topic: Update on MSBA Vote

It was reported that at the Massachusetts School Building Authority (MSBA) Board Meeting of 15 April 2020, the Pierce School was among the projects invited by the MSBA to proceed to feasibility and schematic design, now that the “eligibility period” is behind us. It is a significant and important milestone in moving the project forward. B. Lummis indicated the original date of the meeting was planned for February, but discussions between the MSBA and the school district went on for longer than expected with the MSBA delving deeply into the enrollment projections. In any case, after a lot of hard work on the part of school staff, the district and MSBA were able to reach consensus on a four section school. The Town of Brookline has already voted an appropriation of funds for feasibility and schematic design so we may proceed.

The Town will now secure the services of an “Owners Project Manager” (OPM) followed by a design team (architect). Once those two are under contract, feasibility design will begin followed by schematic design. After an agreed upon schematic design is completed, the MSBA will invite the Town into a “Project Funding Agreement” (PFA) for the balance of the project including construction documents and administration and construction itself. The Town will be asked to appropriate the funds for the remainder of the project.

Topic: Update on Schedule and Owners Project Manager (OPM) and designer selection

T. Guigli presented what he described as an initial, draft schedule intended to show the steps and potential, best case time lines from now through schematic design only. The durations are in business days and are subject to change based on a variety of factors including impact from the COVID-19, interaction with the MSBA, Town processes and procedures, etc. The further out in time in said schedule, the less reliable it is given all of the unknowns.

The short term goal is to be on the agenda for the 3 August 2020 MSBA OPM Board meeting. Should that not be feasible, the meeting after that is 14 September 2020, which would push the schedule out accordingly. The MSBA process for reporting and approval of the procurement of the OPM is very detailed and prescriptive. In any event, once the OPM contract is signed, and only once it is signed, the Town may begin the process of procuring an architect. In the best case scenario, feasibility will commence in early 2021.

Topic: Ongoing Pierce Community Engagement

Attendees discussed the need and means of keeping the community updated and engaged. There will need to be discussions with staff, students and the PTO about how to approach learning which is part of the overall education plan. Said plan will inform the design and will need to be reconciled to the challenges presented by the design and layout of the existing facility. Transparency and open communication is required and the project is subject to all aspects of the “Open Meeting Law”. Some participants of the meeting expressed concern as to the potential impact of COVID-19 with respect to the economic impact going forward and that the Town should carefully monitor events as they unfold.

The first community meeting is scheduled for Tuesday 28 April 2020 at 7:00 p.m. via Webex. The next meeting of the Building Committee is tentatively scheduled for 6 October 2020 at 8:00 a.m. venue TBD.

Meeting Adjourned at approximately 9:15 a.m.

Respectfully submitted,
Anthony Guigli
Project Administrator