

**Public Buildings Improvement Commission/School Building
Committee Minutes for October 27, 2015**

**LOCATION: Memorial Town Hall, One Main Street, North Smithfield,
RI 02896**

DATE: Tuesday, October 27, 2015

TIME: 18:00

**Sec. 2-194 Public Building Improvement Commission Ordinance aka “
PBICO”**

**Public Building Improvement Commission (PBIC) North Smithfield
School Building Committee (SBC) i. Roll Call**

Membership / Distribution: See Attached Membership Listing

PBIC Called to order at 18:10 10/27

Organizational

Acceptance of Chair resignation by Joe Cardello

Joe Cardello, PBIC interfered with time from work

Discussion, Vote, or Other Action: Nominations for Chair

**Nominations: Roseanne Nadeau by Joe Cardello, seconded by Art
Bassett; no other nominations**

Roll Call Vote:

Roseanne Nadeau: Y

Joe Cardello: Y

Doug Allam:

Art Bassett: Y

Mike Rapo: Y

John Flaherty: Y

Motion passes.

Acceptance of Compensated Clerk resignation by Kris Fanning

Informational: Process to advertise and replace compensated clerk

Interest letters were due to me by October 26, 2015. None received.

Open positions: Compensated Clerk; Clerk of the Works

Joe Cardello-Needed once we have a contractor bid package for buildings

Joe Cardello-Do we need a Clerk of the Works for roads? PARE has an inspector on site who will be watching the construction, checking paving slips, measure how much paving was done. Not needed for roads (Full time resident Project Representative).

iii. Old Business

Approval of Minutes

September 30, 2015

October 8, 2015

John Flaherty, approval of minutes September 30, 2015 item 3a change “pair” to “peer”

John Flaherty, can decommission of Halliwell use RIDE on fast track program? Art Bassett answered, Not really because 6 month timeline per RIDE before decommission of a school, plus the work that needs to go in before we can decommission Halliwell is too great, we cannot meet the deadline for fast track.

Joe Cardello, motion to accept minutes from Sept 30, 2015 as amended, John Flaherty second, all in favor

Joe Cardello, motion to table October 8, 2015 minutes Doug Allam

second, all in favor

Discussion, Vote, or Other Action: Status of Road Bond/Road Improvements – Doug Allam/Joe Cardello

Updates for contract with PARE Corp.

Joe Cardello, understands contract will be signed by TA 10/28

Project Timeline

PARE is now 3 weeks behind, held up by contract signing, not a huge issue, but weather could impact timeline. Field work to be done with DPW

Discussion, Vote, or Other Action: Town Building Bond/Building Improvements - Roseanne Nadeau

Updates for contract with Studio MEJA

Roseanne Nadeau, contract has been fully executed

Joe Cardello, is SCOPE all inclusive of civil engineering and extra line items?

Eric Army, yes. Fixed fees are included in the total project cost.

John Flaherty, has anyone else reviewed contract, Joe Cardello has but without recent updates, executed contract will be placed on Google Drive

Kendall Dean title status

Ellen Corneau, Bond Council, to work together with David Iglizzi, Jason Jason Parmalee on requirements of title search and title insurance for bond projects with respect to building construction

Jason Parmalee, We may only need title search, not insurance on KENDALL-DEAN.

Project timeline

Jason Parmalee to send email tomorrow to find answers from Bond council.

Eric Army, Next steps thorough review of scope, and update existing conditions numbers, as numbers are old. Review with engineers, will not recreate docs we have, but will update what may have changed. Deliverables are paper review and physical walk through. Hazardous material abatements were not included in original scope nor documentation.

Joe Cardello clarified Architect fee is fixed, architect will use “add alternates” for choices to include

Doug Allam, agrees this project having “add alternates” is important

John Flaherty, time frame approx. 1 month. State bond passed in Nov, communities can apply for grant money for rehab of public historic buildings

Jason Parmalee, said Eric Bob Ericson is working on \$300K grant in January

Anticipated Schedule from Eric Army, next month schematic design plans, beginning of Jan design development. We may be right on schedule to apply for grant.

Art Bassett read email into record for grants. {Email dated June 16, 2015 from Bob Ericson to Art Bassett “We can apply for \$150,000 in RI Preservation Commission restoration funds if the School Committee approves shared use tonight. That would take care of all the windows and architectural details, which in turn scores points toward LEED Silver certification. This is a turning point in the Town's governance.

We have an excellent chance because KENDALL-DEAN is already a contributing structure in both the Federal Historic District and the Slatersville Historic District. Similar 1930s WPA neoclassical buildings have been placed on the National Register in other states.
“}

**Roseanne Nadeau, to look for USDA money for energy efficiency
Mike Rapko, are we close to being back on schedule for KENDALL-DEAN being the keystone building?**

Joe Cardello to Eric Army, we have time to get 75% docs in time to float bond. LOOKING GOOD

Eric Army, signoffs at schematic design need to move quickly. We need to predefine a process to streamline signoffs. Make council fully aware of timelines and the need to move quickly

Joe Cardello, clarification do we need Town Council for schematic drawings signoffs. We will have a joint meeting to advise all boards and sign off on Schematics

Eric Army will give timelines as he starts, we can start to schedule joint meetings for milestones

John Flaherty, does issuance of bonds, construction draw schedule require TC approval?

Mike Rapko, does school take away time from KENDALL-DEAN?

Eric Army and Joe Cardello, Architect is keeping school work separate, KENDALL-DEAN is the priority

Art Bassett, from school side could be 2 to 3 months before we start requiring arch services

Discussion, Vote, or Other Action: School Building Bond/Building Improvements Project - Art Bassett

Review / acceptance of Project Mission Statement

Art Bassett, read mission statement into record, electronic copy will be available on Google Drive

Stephen Lindberg requested clarification, of discounting details, when PBIC is working on major goals and vision, Joe Cardello noted we are not discounting details, we are amending it as necessary

Mike Rapko, noting that Boucher is willing change and amend the overall plan and PBIC is tasked to figure out the solution to the problems the town is facing with decommission of Halliwell.

Art Bassett, we need to be fluid in what the details are, with whatever we do, how many classrooms and/or reconfiguration

Update NESDEC Meeting Review

Art Bassett, SC requested bid process for outside firm planning study, may not be NESDEC

Joe Cardello, go to Projo instead of The Call or The Breeze to broaden the audience

John Flaherty, asked if we just get the one bid, can we negotiate scope of working incorporating the work NESDEC has already done with the town

Joe Cardello, thinks it is covered in the scope Art Bassett is creating

Art Bassett, did add that the existing docs will be available and provided. Jason will provide documentation. {listing of

documentation} Information already on file with the North Smithfield School Department will be provided at the request of the bidder

through the Finance Director.

John Flaherty, All information exists on the School Department website. We could just point the potential bidders to the website link
Update / Status of Space needs and Planning Study

Eric Army, handed sheets of existing conditions, proposal A and proposal B, updated from last meeting. Stephen Lindberg has one more review of docs before they are finalized.

Eric Army, these docs are proof of concept, goal of this is to see what options we have in total

Proposal A is 3rd grade to NSES, 4&5 to Middle School, 8 to High School

Proposal B moves Pre Kindergarten and Kindergarten to High School A.

5 open classrooms in NSES move 3rd grade fills classrooms 6 classrooms per grade

7 open classrooms in Middle School, proposal A opens space on 3rd floor and space on 2nd floor

Number of classrooms balance, proof of concept for fitting an additional grade into Middle School (not necessarily 4th grade, but a grade)

10 open rooms during the day HS, strategic scheduling will have to take place to accommodate 8th grade

B.

Pre Kindergarten and Kindergarten move to High School, moves 3rd and 4th to NSES.

Middle layout the same

High School wing near bus drop off and would completely segregate Pre Kindergarten and Kindergarten, Pre Kindergarten and Kindergarten would have their own wing. The existing space is the right size, space wise, scheduling challenges posed to High School students, bathrooms and cafeteria space would have to be reconfigured to accommodate smaller children

John Flaherty is there a major difference in plans, does one plan offer more flexibility in capacity?

Eric Army, this brings us to capacity, but there is flex built in as large numbers of classrooms per grade were used.

Stephen Lindberg requested to go through documents presented with administrators, and look at 10 year enrollment projections.

Commended Eric Army's work.

Studio Meja, Middle School has open space due to program cuts, language arts, and consumer science

Art Bassett, with Pre Kindergarten and Kindergarten moving to High School proposal was consideration taken for recess and outside space

Eric Army, the layout naturally lends itself to that.

Room usage data will not be included in Google Drive at this time

Mike Rapko, was Master Cost Schedule was used to collect room usage data. Stephen Lindberg answered yes.

Project timeline

No scope until programming study

Joe Cardello, Stephen Lindberg and Administrators should sit with Eric Army to review space options

Stephen Lindberg would like to see “70% utilized” used instead of “30% vacant”

Mike Rapko, RIDE wants 85% utilization and asking if they want that before we could break ground

Mike Rapko would like clarification of what Joe Cardello believes information in RIDE document is an example on how to calculate utilization

**Art Bassett, point is that anything you do you must justify to RIDE
New Business**

Discussion, Vote, or Other Action: School Building Bond/ Building Improvements Project - Art Bassett

Stage 1 Requirements (Submission due Nov 16), content, readiness for submission

Art Bassett on track to submit Stage 1 by Nov 16

John Flaherty is Stage 1 repeat of last stage 1?

Art Bassett yes, pretty much; at this point it is more important to meet deadline than have a 100% vetted Stage 1, since stage 1 outlines the need for change. School Committee is pushing for emergency reconfiguration in case of emergency at Halliwell where classrooms become unusable. Art Bassett said Stephen Lindberg cannot do both at the same time. Stage 1 is the priority.

This stage 1 is only for fast track. No timeline for major projects to RIDE

John Flaherty, who signs Stage 1, answer is Stephen Lindberg.

Joe Cardello, Stephen Lindberg and Art Bassett are working together on it. Hope to present to PBIC next meeting.

Review of RIDE Documents (north smithfield.pdf and Necessity_Stage1_Guidance_FINAL.pdf)

Next steps

School Committee updates on recent agenda items - Art Bassett

Educational facility Planning/Planner

Reconfiguration Options: with/without construction

Next steps

Discussion, Vote, or Other Action: Town Building Bond/Building Improvements - Roseanne Nadeau

Town Council approved going out to bid for Title Search, and Title Insurance coverage policies

Title insurance requirements

Next Steps

Discussion, Vote, or Other Action: Letter received from EMA (EMA_Letter.pdf) – Roseanne Nadeau

Roseanne Nadeau, motion to table until next meeting, seconded by all, all in favor

Scheduling: Next meeting date; Agenda Items

November 10, 6pm

Stage 1 content

Admin offices can be used, but must be ADA space

Primrose, KENDALL-DEAN as options.

vi. Open Forum pursuant to RIGL Section 42-46-6(d)

vii. Adjourn

Doug Allam to adjourn all in favor

Membership/Distribution

Name

Board

Voting Member

Role

Roseanne Nadeau

PBIC

•✓

Acting PBIC Chair, Secretary PBIC/SBC, Town Council

Art Bassett

PBIC

•✓

SBC Chair, School Committee

David Punchak

PBIC

✓

Resident

Doug Allam

PBIC

•✓

Resident, Lead on Road Bonds

Joe Cardello

PBIC

•✓

Resident

John Flaherty

PBIC

•✓

Resident

Mike Rapko

PBIC

•✓

Budget Committee, Resident

Paulette Hamilton

PBIC

SME

NS Town Administrator

Jason Parmalee

PBIC

P_SME

NS Finance Director

Peter Branconnier

PBIC

SME

EMA Director

Ray Pendergast

PBIC

SME

DPW Director

Stephen Lindberg

PBIC

P_SME

NS School District Superintendent

Martin Shaw

SBC

SME

NSSD Facilities Manager

Diane Jolin

SBC

P_SME

NSES Principal

Jennifer Daigneault

SBC

SME

Halliwell School Principal

John Lahar

SBC

SME

NSMS Principal

Tim McGee

SBC

P_SME

NSHS Principal

Steve Reynolds

PBIC

SME

Chief of NSPD

Glen Lameroux

PBIC

SME

Lieutenant NSPD

Tim Lafferty

PBIC

SME

Lieutenant NSPD

Army Army

PBIC

P_\$

Architect, Studio Meja

David Igliozzi

Legal

\$

NS Town Solicitor/Bond Council

Steve Archambault

Legal

\$

NS Town Asst. Solicitor/Bond Council

Vacant

PBIC

\$

Recording Clerk

Vacant

PBIC

\$

Clerk of the Works

**✓ Voting Member, \$ Compensated, SME Subject
Matter Expert, P_ Present**

Packet/Supporting Document Location:

**We use Google Drive to store our packets and supporting
documentation including minutes, agendas, and other
communication. Contact Roseanne Nadeau for access:**

https://drive.google.com/open?id=0B-gCxUzR-_kAWF9KMFFwd09US

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