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Mount Greylock Regional High School Building Committee
April 8, 2005

Present:

Irene Addison, member
Thomas Bartels, member
Beth Goodman, member
Jack Hickey, member

Andy Hogeland, member
Nat Karns, member
Ann McCallum, member
Amelia Bishop, Williams student

Absent after tour:
Ann McCallum

1. Minutes of meetings will be prepared by committee members in alphabetical order.
2. An extensive tour of the existing facility was conducted by the head custodian. The committee members saw typical classrooms including spaces used for music and science, library, auditorium, gymnasium, kitchen & cafeteria, hallways, and courtyards.
3. After the tour, minutes of March 28, 2005 meeting were distributed, reviewed, and approved.
4. MGRHS Building Committee Draft Timeline was distributed and discussed with emphasis on 2005.
 - a. The assumption is that Town Meeting will appropriate \$35,000 on May 10 for the preparation of an architectural feasibility study.
 - b. Timeline needs to be further structured by specific "benchmarks" such as School Committee's September 2005 meeting for approval of architectural firm, execution of contract for feasibility study services, and notice to proceed.
 - c. Goals for the feasibility study need to be developed. What specific deliverables is the Building Committee looking for? Irene Addison will prepare draft for Request for Qualifications (RFQ) based on distributed samples.
 - d. Beth Goodman will review with superintendent Mark Plechota and business manager Marti Mellor any school special public bidding procedures which might apply to RFQ and whether administration will prepare contract for feasibility study services.
 - e. Thomas Bartels will try to determine possible changes due to anticipated new edition of building code, specifically re Chapter 34, which deals with repairs, alterations, and additions of existing buildings, and could have an impact on project scope.
 - f. Amelia Bishop together with the Williams student team will conduct a survey of MGRHS students and faculty/staff rating indoor/outdoor spaces of existing facility. The team will develop survey forms for review by Building Committee and coordinate efforts with school administration. The survey could possibly be followed by student focus groups.
5. The meeting began at 3:30pm and was adjourned at 6pm. Next meeting will be April 25 at 7:30pm.

Thomas Bartels