

Canton School Building Committee
June 14, 2023 (Via Zoom)
Minutes

1. **Call to Order:** Superintendent Folan called the Wednesday, June 14th, 2023 Canton School Building Committee to order at 6:00 pm and asked for roll call for attendance purposes.

Attendees:

Derek Folan
Stephen Marshall
Bob McCarthy
Mike Loughran
Randy Scollins
Tom Kelleher
Charles Doody
Lou Tarmy
John Connolly
Brian Lynch
Andrea Stuart
Amy Tom
Bob Benedetti

Absent:

Tina Perez
Jonathan Mulhern
Sarah Shannon
Kristian Merenda

LeftField Representatives:

Jen Carlson
Linda Liporto
Adele Sands
Chris Spiegel

2. **Project Approvals:**

- a. **Vote to approve: Minutes of March 15, 2023:** Hearing no requests for further review of the 3/15/23 minutes, Mr. Folan called for a motion to approve the minutes of Wednesday, March 15, 2023 as written and presented. Mr. Scollins made the motion; Mr. McCarthy seconded. Roll call vote was unanimous at 6-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Bob McCarthy	yea
Randy Scollins	yea
Charlie Doody	yea
Derek Folan	yea

- b. **LeftField Invoices:** LeftField representative, Jen Carlson, reviewed 3 bills for services rendered from March 6th-May 31 totalling \$51,900 (\$17,300 per month) in accordance

with their contract. Ms. Carlson noted that LeftField will begin a monthly cadence of bills beginning in June. Responding to a question on whether these bills could be submitted immediately for MSBA reimbursement, Ms. Carlson stated that monthly bills can be submitted to MSBA immediately with reimbursement expected within a few weeks. Mr. Marshall concurred with the total amount due and indicated that he has completed ProPay training through LeftField. Hearing no further questions or concerns, Mr. Folan called for a motion to approve payment of the invoices as written and presented. Mr. Scollins made the motion; Mr. Doody seconded. Roll call vote was unanimous at 6-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Bob McCarthy	yea
Randy Scollins	yea
Charlie Doody	yea
Derek Folan	yea

3. Feasibility Study Timeline:

Ms. Carlson reviewed the Feasibility Budget with members of the committee. Real line item budget numbers are expected to be in line with this budget model once a designer contract has been committed.

4. Project Timeline:

Ms. Carlson summarized the project timeline based on the MSBA Module system. She explained the process as beginning with PDP (Preliminary Design Program) where goals and priorities are determined, all feasible options are identified and vetted. Toward the end of this phase, LeftField will look to the wider community for feedback before a town vote and approval of the project. PDP is followed by PSR (Preferred Schematic Report) where options, priorities and goals are narrowed to one option. Budgets will be estimated at every step with a final PSR submitted to MSBA by December 2023. Pending any unforeseen issues, LeftField expects Canton's proposal to be on the March 2024 MSBA docket and hopes for approval from MSBA by August 2024. It is important to note that the final budget needs to be determined by then. Budgets cannot be changed after MSBA rules on the project. Ms. Carlson emphasized that the Canton community needs to be well-informed of the project before this vote. Ms. Carlson walked committee members through the Feasibility Study Timeline highlighting duration of each phase and target submission dates with a final School Open date of Fall 2028.

5. Designer Procurement Update:

- a. **Next Steps:** Ms. Carlson reviewed the procurement process. After significant responses to the RFP, Canton DSP leadership held day-long interviews and presentations for 11 companies. The larger group was culled to three design companies. These companies will present their vision and designs for renovation/new QMS building on Tuesday, June 20th. The Canton community is welcome and encouraged to join this meeting to view the work of these designers on this day. Decisions on the final candidate for design will be announced by July 1. Mr. Folan encouraged SBC members to know what is important to the community and the district. Committee members are encouraged to review the

contract pages that LeftField will pull from the contract and forward in preparation for the June 20th meeting. A designer will be selected directly from that meeting.

- b. **Preliminary Design Concepts:** Ms. Carlson presented design concepts from each of the three finalists. It was noted that all three firms worked the building to the southeast corner of the property.

6. Public Comment:

Mr. Folan asked committee members for their thoughts of top priorities the design should include. These included:

1. Net zero sustainability;
2. Community space/Performance space/alternate use of spaces for programming;
3. Mindfulness of grade separation, particularly if 5th grade students will be in the building;
4. Build with the thought of the school growing in time-specifically the language program;
5. Keep “teaming” concept in mind and in practice;
6. Awareness that St. Gerard’s may be helpful in the demand for open space as there is a path connecting GMS with St. Gerard’s;
7. Awareness of the congested roads and the need to maximize space, parking and traffic flow during school hours and community events;
8. Conversation with high school AD and coaches to be sure courts are regulation size for those sports that use the GMS gym space
9. Understand maintenance needs during and after construction.

Mr. Folan asked members to consider what is wanted as well as what is NOT ideal and send him and/or Colleen Hutchinson any additional thoughts or concerns.

7. Next Meeting: the next SBC meeting is scheduled for Wednesday, June 28th 2023. The agenda will include a review of the Design firm selected and discussion of that firm’s contract.

8. Adjournment: Hearing no requests for further discussion, Superintendent Folan called for a motion to adjourn the Wednesday, June 14th, 2023 Canton School Building Committee at 7:12 pm. Mr. Scollins made the motion; Mr. Marshall seconded. Roll call vote was unanimous at 6-0 and recorded as follows:

Stephen Marshall	yea
John Connolly	yea
Bob McCarthy	yea
Randy Scollins	yea
Charlie Doody	yea
Derek Folan	yea