

Arlington High School Building Committee Meeting
Tuesday, March 7, 2017
AHS-School Committee Room-Sixth Floor
6:00 pm

Present: Kathleen Bodie, Superintendent, Co-chair
Adam Chapdelaine, Town Manager, Co-chair
Kirsi Allison-Ampe, School Committee Representative
Ruthy Bennett, Director of Facilities
Francis Callahan, Community Member Representative
John Cole, Chair, Permanent Town Building Committee
Tobey Jackson, Parent Representative
Matthew Janger, AHS Principal
Ryan Katofsky, Community Member Representative
Kate Loosian, Community Member Representative
William McCarthy, AHS Assistant Principal (absent)
Judson Pierce, Community Member Representative
Sandy Pooler, Deputy Town Manager (absent)
Brian Rehrig, Capital Planning Committee Member
Daniel Ruiz, Community Member Representative
Amy Speare, Community Member Representative (absent)
Jeff Thielman, School Committee Representative

Call to order: 6:00 pm

Public Participation

None

Committee Chair Role

Supt. Bodie explained to the Committee that when initially forming the AHS building committee it was easiest to have herself and the Town Manager serve as co-chairs of the committee. Since then it has become apparent that it makes more sense to appoint a chair to the committee who will run the meetings as well as being the spokesperson for the committee, one who can present at Town Meeting, speak to the press, etc. Supt. Bodie nominated Jeff Thielman to serve as chair of the committee.

On a motion by John Cole seconded by Kirsi Allison-Ampe it was unanimously Voted to approve the appointment of Jeff Thielman as the chair of the Arlington High School Building Committee.

There will also be a teacher and student representative who will sit with the committee (can have input but no voting rights).

Dr. Bodie noted that both she and the Town Manager Adam Chapdelaine will serve as vice chair.

Meeting Norms

Mr. Thielman reviewed meeting norms explaining that both the school committee and board of selectmen also have their own meeting norms.

- ◆ Be courteous and respectful
- ◆ Speak one at a time
- ◆ Arrive on time
- ◆ Come prepared and be present at the meeting
- ◆ Keep to the agenda
- ◆ Comments succinct and on topic

Discussion:

- ◆ Strive for consensus
- ◆ Affirm agreement rather than restate point
- ◆ Committee process for decision making (Delegate authority) Mr. Cole informed that at some point in the process decisions will need to be made between full committee meetings and that an executive committee should be delegated to vote on time sensitive items. At the following meeting that vote would need to be ratified by the full committee.
- ◆ Subcommittee responsibility is to report out to the full committee.
- ◆ Open to new and different ideas.

Supt. Bodie stated that she will have the meeting norms document ready to approve at the next meeting.

Subcommittees: there will be short term subcommittees (i.e. OPM) and longer subcommittees, which will give all members an opportunity to serve on a subcommittee at some point during the project.

Approval of Minutes

On a motion by Brian Rehrig seconded by Kirsi Allison-Ampe it was Voted to approve the meeting minutes of December 20, 2016 as amended.

Overview and Update of the Project

Dr. Bodie reviewed where the project is to date and the immediate next steps:
Module 2 –Owner’s Project Manager, Designer’s Selection Panel

Owner Project Manager Subcommittee Membership

Supt. Bodie reviewed the OPM selection process and timeline.

The following members agreed to serve on the Owner’s Project Manager (OPM) subcommittee:

Frank Callahan
Kate Loosian
Ruthy Bennett
Brian Rehrig
Matt Janger
John Cole
Domenic Lanzillotti

On a motion by Ruthy Bennett seconded by Brian Rehrig was unanimously:
Voted to appoint John Cole chair of the Owner’s Project Manager Subcommittee.

On a motion by Kathleen Bodie seconded by Daniel Ruiz the committee unanimously:
Voted to delegate to the OPM subcommittee the authority to select the Owner's Project Manager and the drafting of services.

Designer Services Subcommittee Membership

Dr. Bodie explained that the next stage of the process is that the OPM leads the process to find a designer. The designer process is different from the OPM selection process and is run by the MSBA consisting of 12 MSBA members and 3 Arlington members. Once the RFS is issued Arlington cannot interface with the prospective design teams. It was noted that the MSBA panel will take Arlington's preference seriously.

On a motion by Adam Chapdelaine seconded by John Cole it was unanimously:
Voted that the following members make up the Designer Services Subcommittee.

Kathleen Bodie
Adam Chapdelaine
Ryan Katofsky
Daniel Ruiz
Judson Pierce

Communications Subcommittee Membership

Mr. Thielman stated that communications subcommittee will be charged with creating a communication strategy for the school/town. It was suggested that the subcommittee look at Winchester's website and others to see what kind of resources they use. In response to a question if we have funding to support a website Mr. Chapdelaine replied that we do.

Communications Subcommittee members will be:

Amy Speare
Kirsi Allison-Ampe
Tobey Jackson
Kathy Bodie
Joan Roman

Building Tours – Arlington High School & Winchester High School

- ◆ Dr. Bodie will set up a new date for an AHS tour for those who have not had a tour to date.
- ◆ Supt. Bodie has been in touch with Winchester High School principal, Dennis Mahoney, who will offer some dates to tour the school. The tour will be set up afterschool and committee members will have a chance to ask questions relative to the process and lessons learned.
- ◆ Other schools to tour include Concord-Carlisle, Natick and Cambridge Rindge and Latin.

New Business

Town Manager Adam Chapdelaine stated that he would like to have Representative Sean Garballey serve on the building committee and requested the committee's endorsement.

On a motion by Ruthy Bennett seconded by Brian Rehrig it was:

Voted to approve that Rep. Garballey's will serve as a member of the Arlington High School Building Committee.

Next Meeting Date –

Subcommittees need to be ready to report to the full Committee by this date.

It was agreed that the committee will meet the first Tuesday of every the month at 6:00 p.m.

The next meeting will be April 4th at 6:00 pm.

Moved by Adam Chapdelaine second by John Cole the Committee Adjourned @ 7:10 p.m.

Submitted by Karen Tassone

Recording Secretary