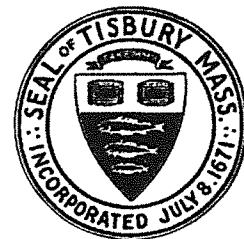




John Custer
Principal

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Sean Mulvey
Assistant Principal

Tisbury School Building Committee \ Tisbury School Committee
5:00PM, Wednesday, December 14, 2016
Tisbury School Library

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TSBC Members Present: Chair Colleen McAndrews, Wiet Bacheller,
Catherine Coogan, John Custer, Matt D'Andrea,
Sean DeBettencourt, Amy Houghton, Jynell Kristal,
Reade Milne, Siobhan Mullin, Sean Mulvey, Richie Smith,
Amy Tierney,

TSC Members Present: Chair - Amy Houghton, Colleen McAndrews,

Others: Joseph Sullivan – Daedalus Projects,
Libby Turowski, Peter Turowski – Turowski2 Architecture
Marni Lipke – Recorder

* Late Arrivals or early departures.

The Tisbury School Building Committee (TSBC) and Tisbury School Committee (TSC) meetings were called to order at 5:05PM.

II. New Business

A. Introduction of Architects/Owners Project Manager (OPM)

Turowski2 Architecture (T2) principals Ms. Libby Turowski and Mr. Peter Turowski were introduced as the chosen designer/architects. T2 was a small firm out of Marion, MA with school experience. They would consult with architects Keenan & Kenney because they had experience on Island. They were a WMVE company hiring minorities and women. The TSBC members introduced themselves with their affiliations.

I. Approval of the Minutes of 11/16/2016

• ON A MOTION DULY MADE BY MR. JOHN CUSTER AND SECONDED BY MS. WIET BACHELLER THE MINUTES OF THE NOVEMBER 16, 2016 TISBURY SCHOOL BUILDING COMMITTEE MEETING WERE UNANIMOUSLY APPROVED WITH ABSTENTIONS AS ABSENT.

II. New Business

B. Review of Massachusetts School Building Authority (MSBA) Selection Process

The School received five applications and narrowed the field to the top three which presented and were interviewed Tuesday, December 6th. The TSBC representatives found the interviews very revealing as to which were team players, how they would try to accommodate community needs and what staff was available. Any of the firms could have done a good jobs and the MSBA panel took all local comments into account.

C. Architect Contract

OPM Mr. Joe Sullivan gave feedback on consultant clauses/pricing in the T2 contract so T2 was looking at alternatives. The contract was drafted along specific MSBA guidelines, and was on the Tisbury Board of Selectmen Agenda for their December 20, 2016 meeting. Once signed the work could officially move ahead.

- T2 worked previously with MSBA Project Manager Mr. Chris Alley and Project Coordinator Ms. Kathryn DeCristofaro had been with the project since it was accepted.

B. Preliminary Schedule of Feasibility Study (See documents on file.)

Scheduling was driven by MSBA meeting dates, with the goal of a preliminary design submission to an internal MSBA group (rather than the full panel) by early February.

- This was the Kick-Off meeting.
- The entire design team (civil engineer, landscape designer, hazardous materials (hazmat) engineers, etc.) would come between Christmas and New Years to investigate of the current building and site, taking samples and assessments (see below: Actions).
- The MSBA tasked the team with due diligence on current and alternate sites, expecting pluses and minus such as: traffic, residential impact, specific space limits, etc. The current site did not need a survey since it had utilities, but other sites would require it. The report delivery target was around January 22nd. Any work done when school was in session would require either escort or Criminal Offenders Record Investigation (CORI) checks.
- T2 requested the TSBC identify a manageable core group of five or six people (Administrators, staff and one community member) for an initial Leadership Meeting in the first week of January 3-6, 2017.
- Two back-to-back seven-hour Visioning Workshops were tentatively schedule for January 23-24, 2017. These sessions should involve about 20 people (key teachers, active parents, administrators, etc.) committed to stay through both sessions. The process followed steps involving brainstorming exercises, creative thinking, education programing, teacher visions, out-of-the-box thinking and blue-sky ideas. well renowned educational consultant Mr. David Stephen of New Vista would help lead the sessions.
- TSBC members warned that the Vineyard had its own ways.
- The TSBC suggested workshops be scheduled 12N - 6PM so teachers could work half-days.
- Community input would essentially follow after visioning, although Daedalus would conduct outreach on project direction and feedback.

F. Site Survey Existing Conditions Reports and Other Preliminary Tasks

In a very preliminary look at different potential options the design team would calculate and submit to the MSBA baseline costs for each potential site. They would contact the Town Administrator and would review the Flansburgh Feasibility Study (see 8/20/12 TSC Minutes). This would determine costs and factors of renovation, addition or replacement on this site or other sites. The MSBA, in supplying at least 40% of the cost, was more interested in financial issues than the design team was.

E. Review of Study Budget

There was a long list of costs that were ineligible for MSBA reimbursement, including such substantial items as:

- temporary trailers to accommodate students during the construction phase, and
- site purchase price.
- A District Facilities Director would be a great help but was a sore subject with the Martha's Vineyard Public Schools (MPVS) which had been trying to hire/fund one for

many years.

- The Town Master Plan (also a difficult issue) was requested. T2 would contact the Planning Board and Town Cabinet. There was a moratorium on all Town projects until the School decision was made.

G. Invoicing Process

T2 would send all invoices to Daedalus who would review them and send them to the TSBC, who would pass it on to the Town—which worked off bi-weekly warrants (see below: Actions).

- The Turowskis expressed their pleasure at working with the Committee and being on the Island. Thanks were exchanged all around.

III. TSBC Meeting Schedule

The TSBC would plan two field trips (an overnight and a day trip) in early January to see three or four new schools. T2 recommended: Carr Elementary School in Newton, Hingham, Williamstown, and Fair Haven.

Adjournment

• **ON A MOTION DULY MADE BY MS. MCANDREWS AND SECONDED BY MS. AMY HOUGHTON THE TISBURY SCHOOL BUILDING COMMITTEE AND THE TISBURY SCHOOL COMMITTEE MEETINGS UNANIMOUSLY ADJOURNED AT 6:05PM.**

Appendix A: Meetings/Events:

- TSC - 8:30AM, Tuesday, January 10, 2017 at the Tisbury School
- PTO - 6:30PM, Tuesday, January 10, 2017 at the Tisbury School
- TSBC/TSC - 5:00PM, Wednesday, January 11 & 25, 2017 at the Tisbury School
- TSBC/TSC - 5:00PM, Wednesday, February 8 & 22, 2017 at the Tisbury School
- TSBC/TSC - 5:00PM, Wednesday, March 8 & 22, 2017 at the Tisbury School
- TSBC/TSC - 5:00PM, Wednesday, April 5, 2017 at the Tisbury School

Appendix B: Actions

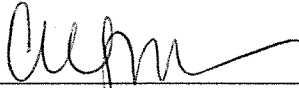
- Mr. Custer – send HERA reports to T2/Daedalus
- Ms. McAndrews – identify 5-6 Leadership group - admin, staff & 1 community.
- Ms. McAndrews – identify 20 key staff/parents willing to commit to Vision Wkshps.
- Mr. Custer/Mr. Mulvey – supply School “as built” or any other plans to T2/OPM.
- Ms. McAndrews – contact Treasurer Jon Snyder re: invoice procedure and timing.
- Ms. McAndrews/Mr. Sullivan/T2 – email presentation to TSBC
- T2 – email list of team to TSBC
- All – contact Ms. McAndrews re: interest in field trips, or Visioning Workshops.
- Ms. Lipke – scan sign in sheet and email to T2.

continued >

Appendix C: Documents on File:

- Agenda 12/14/16
- Sign In Sheet 12/14/16
- Tisbury Elementary School Feasibility Study 12/14/16

Minutes respectfully submitted by Office On Call/Marni Lipke.



Chair Colleen McAndrews

Minutes approved 1/10/17 & 1/11/17