

**Rochester School Board / Rochester City Council**  
**Joint Building Committee**  
School Department Boardroom  
February 14, 2024  
6:00 p.m.

**Agenda**

1. Pledge of Allegiance
2. Approval of the January 10, 2024 Minutes
3. Architect Update
4. Civil Engineering Update (Traffic Study)
5. Construction Manager Report
6. Owner's Representative Report
7. Other
8. Public Comment
9. Adjournment

Members:

School Board Members:

Sarah Harrington, Chair  
Matthew Beaulieu  
Matthew Pappas  
Shane Downs  
Steven Cusumano

City Council Members:

Donald Hamann, Vice Chair  
Timothy Fontneau  
Paul Callaghan  
Alexander de Geofroy  
Kevin Sullivan

**City of Rochester**  
**Joint School Board – City Council Meeting**  
**School Department Board Room**  
**January 10, 2024**  
**6:00 p.m.**

**DRAFT**

**School Board Present:**

Mrs. Sarah Harrington, Chair  
Mr. Matthew Beaulieu  
Mr. Matthew Pappas

**City Council Present:**

Mayor Paul Callaghan  
Mr. Donald Hamann  
Mr. Alexander de Geofroy  
Mr. Timothy Fontneau  
Mr. Kevin Sullivan

**Others Present:**

Mr. Kyle Repucci  
Mr. Dave Totty  
Ms. Sandy Keans  
Mr. Erik White  
Mr. Steven Cusumano  
Mrs. Karen Stokes  
Ms. Cherie Plummer  
Guests and Public

Mrs. Harrington called the meeting to order at 6:00 p.m. and welcomed City Councilor Kevin Sullivan to the JBC Committee. Members and guests participated in the Pledge of Allegiance.

***Approval of Minutes***

Mr. Beaulieu moved, seconded by Mr. Hamann, to approve the November 13, 2023 minutes. The motion carried unanimously.

***Architect Update***

Ms. Ingrid Nichols, Banwell Architects, presented the Architect Update. She reviewed and explained the changes in the plan to get back to the targeted square footage; first and second floor. This includes two flex classrooms, one on each level. The design has stayed the same, just shrunk back a little. Committee members asked clarifying questions regarding the roof design.

***Civil Update***

Mr. Alexander Sellar, Tighe & Bond, presented the Civil Update. He reviewed changes to the site layout, grading and drainage. He also gave a utility plan update. Next steps for site design: submit sewer connection permit; respond to comments from AOT, and prepare for the City Technical Review meeting in February. Discussion ensued and committee members asked clarifying questions regarding the traffic pattern, parking spaces, and utility connection. The Committee requested a presentation of the traffic study at a future meeting.

***Harvey Budget Review***

Mr. Keith Kelley, Harvey Construction, reviewed and explained the financial spreadsheet report. The project is on budget. There were adjustments and it is trending well. Mr. Gordon Bristol explained the owners' costs.

***Owner's Representative Report***

Mr. Gordon Bristol explained the current budget and projected costs are well within the budget. The guaranteed maximum price will be presented in April. The amount budgeted for inflation and contingency was explained. Mr. Bristol shared that they will buy items in advance and lock in the price for as many things as they can to hedge inflation issues.

Ms. Ingrid Nichols shared that we have a revised plan and are under budget, the Team's Next Steps are: design team to complete final bidding/construction documents by the end of February; project to be reviewed by City Technical Review Committee in February; civil to complete AOT permitting; Harvey to

bid out project in March and JBC will meet in April to review final costs. Discussion ensued and committee members asked clarifying questions.

**Other** – Mrs. Harrington stated that it is important for the City Council and School Board to add questions to their agendas and minutes. In the past, for school board, the JBC Chair would report out under “additional committees”, give an update and review the minutes.

Discussion ensued regarding branding and naming the new school. There were many suggestions and this will be discussed at a future meeting.

The Committee reviewed FAQ’s to be posted on the website. This is a working document and will continue to be worked on and discussed at the next JBC meeting.

Mrs. Harrington asked the Committee if there is anything from this meeting they would like put into a press release. The Committee agreed that it is important to get the site redesign out to let the public know they will not be crossing wetland. Mr. Repucci will send a press release to Fosters and connect with Matt Wyatt.

**Public Comment** – Mrs. Karen Stokes, Rochester resident and School Board Member, congratulated everyone on their newly elected positions. She stated the first School Board meeting is Jan. 11 and the new board members were not notified of the JBC meeting. She expressed her concern about a lack of transparency.

Ms. Tabatha Davis, Rochester resident, stated there will be a School Board meeting tomorrow night with the new board members and she doesn’t understand why this JBC meeting happened before that meeting. She congratulated Kevin Sullivan on his newly elected position as City Councilor. She also stated that buses and parent cars do idle while waiting in the pick up line, and expressed concern about 71 parking spaces not being enough for events.

Mr. Raymond Wayman, Rochester resident, thanked board members for mentioning the neighbors since they do have concerns for the location of the new school. Neighbors would like to have input/suggestions regarding the design of the boundaries around the school. He also inquired about the road used for utilities and acquisition of the property next to the building site for the school.

### ***Adjournment***

Mr. Beaulieu moved, second by Mr. Hamann to adjourn the meeting at 7:26 p.m. The motion carried unanimously.

Respectfully Submitted,

Kyle M. Repucci  
Board Secretary