

Swampscott School Building Committee
Meeting Minutes

Date: Monday, April 1, 20

Time: 7:30am

Location: High School C104

Members Absent: Patrick Jones, Lytania Mckay, Michael McClung,

Meeting called to order: 7:40am

Purpose/Agenda

1. Public Comment
 - a. No one present

2. Approval of Minutes: March 4, 2019
 - a. Motion to Approve - PA
 - b. Seconded - TP
 - c. Unanimous Approval

3. Cash Flow/Funding - Presentation by Ron Mendes Asst Town Administrator, Administration & Finance
 - a. Photocopy page from grant document was handed out (see attached)
 - b. Town meeting might vote to authorize a project but that does not put money in the bank. - We need to fund the project
 - i. We will need to borrow money for the feasibility study \$750,000
 - ii. Waiting to borrow the money so that we do not borrow the money too far in advance and be paying interest on money that is sitting in the bank waiting to be used.
 - iii. Need advance notice of what money we need - we can borrow the money in pieces but there are additional fixed costs for each time we borrow (like a mortgage)
 - iv. Needs 30 days of advance notice to get the money
 - c. Bond Council - makes sure that the bonds are tax exempt
 - i. Swampscott is currently AA+ community. Bonds are in the low 3% rate.
 - ii. Lower bond interest rate means that less money needs to be spent on a bond
 - d. What we need to know is when we are going to bring on any OPM or other contractors and approximate cost.
 - e. The money needs to be for the architect, OPM and testing - and we have multiple sites.
 - f. If the cost is over \$750,000 then we would need to go back to town

meeting

- i. Other projects, specifically Marblehead were looked at to generate the \$750,000.
- ii. Our past feasibility study was \$500,000
- iii. What did other districts pay?
- iv. In conversations from site visits observers were told 1.5% of final cost or higher.
- v. Some of the information from our last study could be used again.
- g. Will \$750,000 make it so that we are priced below top architect firms?
 - i. Issues with getting proposals
 - 1. Past failed votes
 - 2. Multiple sites
 - 3. \$750,000
 - 4. Higher risk
 - ii. These proposals come in based on data, we do not get a conversation about the positives.
 - iii. There could be firms that want to get into the market but we might be priced out of the top firms.
 - 1. Using a firm who is not from the area can lead to increased costs in terms of land use and community.
 - iv. How much would be a reasonable amount of money?
 - v. Do some research to find out what other towns with multiple sites have paid recently
 - 1. RB
 - vi. Can the town take some of the feasibility costs?
 - 1. A traffic study conducted by the town?
 - vii. Present to town meeting at the next meeting
 - 1. Who presented to town meeting to ask for the \$750,000?
 - a. Should use info from that presentation -
 - b. Remind town meeting that more money may be needed
- h. The town has a financial person who evaluates the tax impact on a household or on %increase.
 - i. Need this information for communication because the first question people ask is going to be how much is it going to cost.
 - ii. Need to know town cost before figuring out individual cost.
 - iii. Need to determine costs for each of the potential options
 - 1. Matrix of different options
 - 2. Need to take into account that if we choose a project that requires an additional building in the future then we need to account for the increase in costs for the second project

3. Even during the vetting process numbers can change because the process takes a few years.
 4. The first number we put up is the number that people hear and will hold to. If it changes then people become concerned
 5. Should include the cost of doing nothing - what does it become if we do not act?
 - iv. Data team - MS, MM, ES
 - v. Educational Vision - need an educational vision to present
 1. 10-20+ years of how this building will work
 2. The educational vision component is as important as the financial part
 3. Part of the feasibility study
 4. Educational programmer - consultant
4. OPM Selection Team Update
- a. Setting up the most advantageous proposal to put out
 - i. What is different today than our failed proposal?
 - b. Discuss energy/systems subcommittee and National Grid Pilot
5. Idea Exchange Debrief
- a. Meeting this week to debrief
 - b. Swampscott Parents Facebook page - had a lot of information that was inaccurate
 - c. Need to send out emails/blogs - to give the public updates
 - i. May not need a monthly newsletter but a reminder to go to the website.
 - ii. Generate more traffic to the website
 - d. We asked for emails so we need to use those emails
 - e. Send out a push when there is a meeting to update people
 - f. Go onto the Swampscott Parents Facebook to promote the website
6. Tours -
- a. One tour today
 - b. Trying to get to a school in Connecticut with a science focus
 - c. What do we do with tour information?
 - i. Put together a presentation for town meeting on the possibilities out there.
 - ii. Drop the photos into the folder and then compile a presentation
 - iii. Architect websites also have great pictures of the schools so you can get some from there.

7. Next Steps

- a. OPM committee- put together proposal
- b. Communications Committee - reflect on Idea Exchange
- c. Next meeting April 29 th at 6:30

8. Adjourn

- a. Motion to adjourn - PA
- b. Seconded - ES
- c. Unanimous

Handouts:

https://drive.google.com/open?id=1e3Q_SMKC_ty1rvS54xAx9LoMUjuR5U7k

Approved: April 29 2019