

Charge to the School Building Committee

June 4, 2019

Introduction

On December 12, 2018, the Massachusetts School Building Authority (MSBA) invited the Town of Walpole into the eligibility period for the middle school project. As described in the Walpole Public School's Statement of interest dated April 6, 2018 this project is aimed at addressing the needs of the Walpole middle school students.

The intent of this project is to address the needs of the Walpole Public Schools by either building one new Middle School to address the Bird Middle School Population or determine if Walpole should address the needs of all middle school children in Walpole constructing one single middle school for the entire middle school population in Walpole.

While school committees in Massachusetts have authority and responsibility under the General Laws for establishment and maintenance of school buildings (M.G.L. c. 71 § 68), the Committee recognized that the scale of the project requires a broad-based process, involving multiple Town boards as well as interested residents, in order to build consensus around the project. To this end, the Board of Selectmen (BOS) created the School Building Committee (SBC) on May 14, 2019 and charged it with overseeing the design and building process for the new school project.

Purpose

The purpose of the SBC, which will work under the guidance of the School Committee (SC), BOS and processes of the MSBA, is to conduct the two building processes through their respective phases. The SBC shall be directly responsible for conducting feasibility study work on the projects. If invited into the Feasibility Study, SBC shall be directly responsible for conducting design and construction work on this project. All of this work will involve a significant commitment from SBC members, spanning multiple years.

Throughout all of its work, the foremost priority for the SBC shall be for facilities that best serve the middle school students of Walpole by meeting their educational programming needs in the most fiscally responsible manner.

Charge

MSBA Project

With respect to the MSBA project, the SBC shall be responsible for all aspects of the project, as specified in the MSBA enabling statutes and regulations and described on the MSBA website. In addition to its responsibilities under the MSBA process, the SBC shall support the SC and BOS in securing an appropriation for the project.

The preferred solution, whether renovation, new construction and/or a combined single middle school on a selected site, will be determined during Module 3 - Feasibility Study and further developed during Module 4 - Schematic Design. A Town Meeting appropriation will be required to proceed to design and construction on the selected solution.

Responsibilities

The SBC shall be responsible for all aspects of the project, following the typical Town process for construction projects, including feasibility study, design, and construction phases. The SBC is further charged with completing the feasibility study, including:

- Selecting an OPM and designer and negotiating engagement contracts with each.
- Developing an RFQ for a designer to conduct the study.
- Working with the selected OPM to develop the RFQ for the designer and selecting the designer.
- Conducting the study with the support of the OPM and designer.
- Potentially conducting analysis of potential swing space options, independent of the formal feasibility study.
- Developing the proposed scope of project and estimated budget for the project.
- Producing a final report documenting the results of the study and presenting it to the SC and BOS.

The plan and schedule for the design and construction phases of the project are contingent on the results of the feasibility study. This charge will be updated once the results are known and a path forward is determined by the SC, BOS and MSBA.

Additional Responsibilities of the SBC, SC, and BOS

Throughout its work, the SBC may be asked to provide periodic written reports to the SC, the BOS, and the community, which shall also be posted on the Town website. The SBC, SC, and BOS shall hold joint meetings up to two times per year to discuss the projects, exchange perspectives, and discuss proposed solutions or decisions. The SBC shall advise the SC and BOS on possible and/or recommended paths forward. Supportive votes from all three bodies shall be required prior to any submission to the MSBA Board of Directors.

Public Engagement

In order to provide a broad base of input and feedback from town residents during its work, the SBC is charged with organizing various advisory groups to represent different constituencies or interests, including but not limited to: environmental concerns, neighborhood/abutter concerns, parental and guardians concerns, educational concerns and playing fields and other recreation concerns. The SBC shall design a process by which it will engage with these groups to solicit and respond to their input.

All meetings of the SBC, or any subcommittees of the SBC, shall be held in accordance with the Open Meeting Law (M.G.L. c. 30A §§ 18-25).

Membership

Following the requirements of the MSBA for school building committees (963 CMR 2.10(3)), the members of the SBC shall be:

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| • Mike Friscia | MCPPO certified Official, School Business Manager |
| • David Salvatore | Chief Executive Officer, Board of Selectmen member |
| • James Johnson, | Town Administrator, Non-voting member |
| • Nancy Gallivan | School Committee member |
| • Mark Breen | School Committee member |
| • Jen Geotsis | School Committee member |
| • Bridget Gough | Superintendent of Schools |
| • Jack Conroy | Representative of office authorized to construct schools |
| • Jack Fisher | Representative of office authorized to construct schools |
| • Jeffrey Fisher | Representative of office authorized to construct schools |
| • Edward Connor | School Principal-Bird Middle School |
| • Bill Hahn | Member with knowledge of Educational Mission |
| • Susan Lawson | Budget official -Finance Committee member |
| • Boris Senic | Member at large of the community |
| • Katia Santiago-Taylor | Member at large of the community |

Each of the boards or committees having membership shall select which of their members will serve on the SBC. Having continuity of service on the SBC is a priority; however, given that the expected duration of the SBC will likely crossover members' terms of office on their board or committee, replacement of members over time is expected. All members shall be appointed by vote of the Board of Selectmen. It is expected that the Committee will meet on Tuesday evenings. All voting members must attend 70% of the meetings. Failure to attend 70% of the meetings may result in removal from the committee by the Board of Selectmen. The Board of Selectmen will review the attendance two times per year.