

Reports

ENCLOSURE **XI A-1**

Chariho Building Committee Meeting

March 25, 2024

Committee Members Present: Superintendent Gina Picard, Director of Administration and Finance Ned Draper, Craig Louzon, Tyler Champlin, Karen Reynolds, Greg Avedisian, Carol Klang-Peterson, Gregory Zenion, Andrea Baranyk, Ryan Callahan, Daniel Madnick

Absent: Director of Buildings and Grounds Jason Sullivan

Others in Attendance: Jackson Parmenter from KSP Law, Administrative Assistant to the Director of Administration and Finance Kathryn A. Koziol

1. Meeting Call to Order

Gina Picard called the meeting to order at 5:30 PM with the pledge of allegiance.

2. Discussion/Appointment of Committee Clerk

Craig Louzon made a motion, seconded by Karen Reynolds and it was

VOTED: To appoint Kathy Koziol as the Committee Clerk

In favor: Louzon, Champlin, Reynolds, Avedisian, Klang-Peterson, Zenion, Baranyk, Callahan, Madnick

3. Discussion/Appointment of Legal Services

Ned explained why this lawyer and law firm was chosen. The district lawyer does not have the time to take on the additional work of the building committee and he recommended Jackson Parmenter of KSP Law as he specializes in construction law. Gina did let the committee know that at any time they can make the decision to get a new lawyer for the building committee.

Craig Louzon made a motion, seconded by Ryan Callahan and it was

VOTED: To appoint Jackson Parmenter of KSP Law as the lawyer for the building committee.

In favor: Louzon, Champlin, Reynolds, Avedisian, Klang-Peterson, Zenion, Baranyk, Callahan, Madnick

4. Discussion of Roles and Responsibilities of the Building Committee

Gina explained that the Rhode Island Department of Education (RIDE) requires the committee to have more/additional members than what is required by the Chariho Act definition of Building Committee, and the additional members are non-voting members.

Ned and Gina explained that this committee will still be needed even if the bond does not pass because there is work that needs to be done to the current elementary schools and on the campus such as OT/PT rooms to be created and preschool rooms that must meet specific requirements.

The commitment of the building committee is 6 years. 1 year after the completion of the building(s).

Any vacancies are filled by the school committee or the town depending on the role that needs to be filled.

5. Upcoming meetings

April 11th 5:30 PM

April 30th 6:30 PM

May 16th 5:30 PM

All meetings to be held in the Chariho High School Library/Media Center

6. Adjournment

Craig Louzon made a motion, seconded by Carol Klang-Peterson and it was

VOTED: To adjourn at 6:11 PM

In favor: Louzon, Champlin, Reynolds, Avedisian, Klang-Peterson, Zenion, Baranyk, Callahan,
Madnick

Respectfully submitted,

_____*Kathryn A. Koziol*_____
Kathryn A. Koziol

Chariho Building Committee Meeting

April 11, 2024

Committee Members Present: Greg Avedisian, Andrea Baranyk, Ryan Callahan, Carol Klang-Peterson, Craig Louzon, Daniel Madnick, Patrick McKenna, Karen Reynolds, Jacob Wolfgang (arrived at 5:37 PM), Gregory Zenion

Absent: Tyler Champlin

Others in Attendance: Superintendent Gina Picard, Director of Administration and Finance Ned Draper, Director of Buildings and Grounds Jason Sullivan, Hope Valley Principal Joe Gencarelli, Ashaway Principal Jeffrey Scanapieco, Jackson Parmenter from KSP Law via Google Meet, Building Committee Clerk Kathryn Koziol

1. Meeting Call to Order

Gina Picard called the meeting to order at 5:30 PM with the pledge of allegiance and a moment of silence.

2. Introductions

Patrick McKenna from Charlestown introduced himself to the committee and then the rest of the committee introduced themselves.

3. Establish Chair and Vice Chair

Craig Louzon made a motion, seconded by Karen Reynolds and it was

VOTED: To appoint Greg Avedisian to be the Chair of the Building Committee.

In favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Zenion

Karen Reynolds made a motion, seconded by Ryan Callahan and it was

VOTED: To appoint Andrea Baranyk to be the Vice Chair of the Building Committee.

In favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Zenion

4. Approval of Minutes March 25, 2024

Craig Louzon made a motion, seconded by Carol Klang-Peterson and it was

VOTED: To accept the minutes of March 25, 2024 as written.

In favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Zenion

During discussion it was requested that materials for the meeting be sent to the committee members as soon as possible to give them sufficient time to review the information prior to the meeting.

5. A brief review of status to this point

Gina told the committee that the Stage II application is in and on Wednesday RIDE reached out for Clarification. Ned and Gina will meet with them on Friday. The Chariho FY25 budget passed this week And there is a bond presentation including voice over that will go out to families and the towns – the goal is for this to be sent out on April 12, 2024. There is a flow chart being created for the Hope Valley families with the help of Principal Gencarelli.

April 16, 2024 is the deadline to request a mail ballot for the bond vote.

April 17, 2024 – May 6, 2024 is early voting for the bond vote
April 30, 2024 5:30 PM Bond Town Hall Meeting
April 30, 2024 6:30 PM Building Committee Meeting
May 7, 2024 is the bond vote

Ned explained the concurrent to Stage II we submitted Stage I so if the bond doesn't pass we have time to submit a revised Stage II in November 2024.

6. Approval of the Request for Qualifications Bid for Owners Project Manager Services

Daniel Madnick made a motion, seconded by Craig Louzon and it was
VOTED: adjust the PM RFP to include the bid opening and closing dates.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

There was discussion about scoring and opening and closing dates for the RFP.

Greg Zenion made a motion, seconded by Craig Louzon and it was
VOTED: to have the PM RFP bid open April 17, 2024 and close May 3, 2024.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

Craig Louzon made a motion, seconded by Carol Klang-Peterson and it was
VOTED: to approve the PM RFP pending legal review.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

7. Approval of the Request for Qualifications Bid for Architectural Services

There was discussion about the language in the bid and if what the bid was requesting was clear enough.

Andrea Baranyk made a motion, seconded by Craig Louzon and it was
VOTED: to set a maximum of 30 pages for section 4 submission, items 1-7 of the RFQ Bid for
Architectural Services.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

Craig Louzon made a motion, seconded by Ryan Callahan and it was
VOTED: to approve the RFQ Bid for Architectural Services pending legal action.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

Craig Louzon made a motion, seconded by Karen Reynolds and it was
VOTED: to have a few minute recess starting at 6:56 PM.
In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds,
Wolfgang, Zenion

Greg Zenion made a motion, seconded by Karen Reynolds and it was
VOTED: to reconvene at 7:01 PM

In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Wolfgang, Zenion

Greg Zenion made a motion, seconded by Craig Louzon and it was

VOTED: for the RFQ Bid for Architectural Services open April 17, 2024 and close May 10, 2024.

In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Wolfgang, Zenion

8. Approval of the Request for Qualifications Bid for Construction Management Services

Gina recommended that this item be tabled.

Daniel Madnick made a motion, seconded by Ryan Callahan and it was

VOTED: to table item 8

In Favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Wolfgang, Zenion

9. Review Schedule of Upcoming Meetings

April 30, 2024 6:30 PM

May 16, 2024 5:30 PM

10. Adjournment

Karen Reynolds made a motion, seconded by Daniel Madnick and it was

VOTED: To adjourn at 7:13 PM

In favor: Avedisian, Baranyk, Callahan, Klang-Peterson, Louzon, Madnick, McKenna, Reynolds, Wolfgang, Zenion

Respectfully submitted,

Kathryn A. Koziol

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