

## West Elementary School Building Committee Minutes

Thursday, April 16, 2020 – 7:30AM

SC Room – 2<sup>nd</sup> floor – School Admin Building

### Participating via remote

**Access Voting Members:** Chair-Paula Colby-Clements, Shelley Berman, Andrew Flanagan, Rick Almeida, Heather Eigen, Jennifer Hunt, Susan McCready, Janet Nicosia, Siggie Pfendler, Paul Rollins, Elizabeth Roos, Donna Walsh

**Non-Voting Members:** Mark Johnson, Esq., Tracey Spruce, Esq.,

**PMA Consultants (remote):** Kevin Weeks, Brian DeFilippis

**SMMA Architects (remote):** Lorraine Finnegan, Megan Tomkins, Cam Leandri

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West Elementary School Building Committee Chair (SBC), Paula Colby Clements, opened the meeting at 7:33AM. Because of the emergency state of government due to Covid-19, all SBC members are participating via Webex. All votes will be taken by roll call at this meeting.

### ***Approval of Minutes; Approval of Invoices and Change Orders. Vote expected***

*On a Motion* made by Shelley Berman and seconded by Susan McCready, the West Elementary School Building Committee approved the April 2, 2020 meeting minutes. On a roll call vote, the motion for the April 2, 2020 meeting minutes was approved on a 12-0 vote.

The Chair submitted for payment approval- Invoice from PMA Consultants #04303-11 dated April 6, 2020 for the amount of \$10,067.30 for professional services March 1-March 31, 2020.

*On a Motion* made by Sheldon Berman and seconded by Paul Rollins, the West Elementary School Building Committee approved the PMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

The Chair submitted for payment approval - Invoice from SMMA Architects #0052631 dated April 2, 2020 for the amount of \$83,113.00 for professional services from Feb 22-March 20, 2020.

*On a Motion* made by Sheldon Berman and seconded by Elizabeth Roos, the West Elementary School Building Committee approved the SMMA invoice read by the Chair today. The motion was approved on a roll call vote 12-0.

### ***Review of MSBA Comments on PDP submission***

Ms. Finnegan began the presentation [SMMA Pres to West Elem SBC 4-16-2020](#) by reviewing the MSBA comments which were recently sent back to the district. Overall comments were positive in the Space Summary Review. MSBA would like a confirmation of 8 classrooms versus 9; in agreement with all general classrooms; they need more information on the literacy suite and academic offices. They need more info on the Flexitorium, but also state that they won't reimburse for it or for 400 net square feet in Health and Physical Ed, 260 sq. ft. in medical space and, 3000 sq. ft. in admin and guidance space, plus some other listed spaces. (See pages 3 and 4 in presentation for full information).

Reimbursable Special Education space must be determined by Dept of Education of Elementary and Secondary Education (DESE).

The Superintendent stated that administrative teams have been organized to work on the summary review questions. Ms. Finnegan said that they would like to review the space summary with the members before responding to MSBA. At the moment, there is about 25,000 sq. feet that won't be

reimburseable. One of those space is the Flexitorium, so the architects will need to know if they should proceed with including this room.

To review what had been changed after comments from the last meeting, in the Add/Reno, the corridors were changed to double loaded corridors

In Alternate 3 – some classrooms were shifted around; the PreK was widen and some classrooms were moved around within that section. Corridors were opened up a little more, library was moved to another floor. In Alternate 3b – the same changes applied but this floor plan is a flipped version of Alternate 3.

### ***Review of Field and Available outside play areas associated with all 3 options***

Megan Tomkins of CBA reviewed Alternate 2 (Add/Reno) – the parking and playgrounds change space, but sports fields stay where they are now.

In Alternate 3: Option A: for fields, this is the biggest field area in front of building, 2 little league with full outfields, can fit 8 U8 soccer fields; shows 3 separate playgrounds as in all options, one will always be for PreK only. These are located in the back of building, the larger playground in back area is for ages 5-12 – All options that are in the front of building need to be fenced; anything in the back of the building does not need to be fenced, that can be negotiable. Option B– the playgrounds are the same, pretty much the same version. The soccer field is for a U12 play area. Option C- The playground is on the inside of the bus drop off loop in this version; can also be part hard surface area,

Alternate 3B: Option A– 2 little league backstop areas and 6 U8 soccer are similar. The Playground PreK area is moved behind the PreK wing – this does allow for a bigger PreK area. All playgrounds are on outside the bus loop, so no students have to go across the road. In Option B – Just another version of previous with some sports fields adjustments. In Option C – Some of the sports fields are downsized; PreK is in the front.

The big difference is whether you want to route students across the vehicular lane in front of building and how much room you want to give these playgrounds. These are the highlights of the fields.

Brian DeFilippis reviewed the Options Assessment sheet of all the Project Options and further explained what the Committee had discussed before.

Ms. Finnegan stated that today we needed to select a preferred option with a motion to approve at the April 30<sup>th</sup> meeting.

Comments were made on safety issues, putting gates in to have options to close them at various times. Also, whether more playgrounds could be added – this all depends on budget and maintenance for the long term. The Superintendent stated that Option 3C seems better – bigger playground in front, lighting is better.

The Superintendent stated that he sees more advantages with Alternate 3. Paul Rollins asked about the playgrounds during the construction period and whether that would be challenging during the 4-5 years. Ms. Finnegan did state that a building of this size would take about 2 years to build and that the play area will be impacted. However, they could set up a temporary play area which would then be turned into a parking area.

Costs of the renovating the auditorium in an add/reno will still not be covered by MSBA. A decision needs to be decided by the schematic design (January 2021) on whether to keep the flexitorium. The problem is also when a town meeting could be held if the Committee decides to go in that direction.

Ms. Finnegan reminded the Committee that we are still in conceptual design- things can be moved around, fields, building can be changed to degrees. It's schematic design when we will be locked in.

Booring studies are complete; there is ledge through most of the site, but more in the back area. There will be some ledge removal in Alternate 3 or 3B.

In choosing the option, the Superintendent points out **Alternate 3** places the building towards the back and closer to nature areas, and having playing fields in the front which would be accessible to the community is good. It also has ideal lighting for PreK, and there is less disruption to the current building during construction – maximizing the value.

Janet Nicosia stated other factors to consider were keeping vehicles off the road at drop off and pick up times – since the building would be situated towards the back of the lot. She likes the placement of playing fields in the front rather than having the community all over the campus on weekends/evenings.

One concern what type of impact on wetlands would change their decision. Ms. Finnegan stated that no site walks would be done at this time. If there was a problem, then they would need to tweak the drawing plans and reorient the building, but it is hard to say at this time.

The Chair asked each member individually their preference of Alternate 3 or 3B at this point. All members responded Alternate 3 is the preferred choice.

*On a Motion* made by Shelley Berman and seconded by Rick Almeida, the West Elementary School Building Committee approved Option 3: New Construction as the preferred option to submit to the MSBA. On a roll call vote, the motion was unanimously approved on a 11-0 vote.

Ms. Finnegan thanked the Committee for their decision. Next, they will share the Preferred Schematic Report (PSR) for the Committee's review through the One Drive. Then the Educational Plan for the district will need to be submitted with track changes, plus the Preferred Design Plan (PDP) responses to the MSBA by April 24, 2020.

The Committee discussed which areas should be acknowledged as ineligible for reimbursement. Ms. Finnegan provided recommendations and after discussion the Committee determined the following.

PDP response should include acknowledgement of health/physical education space (400 sq ft), Flexitorium (6,100 sq ft), Mechanical Penthouse and Storage (8,600 sq ft), and Welcome Center (500 sq ft) as spaces ineligible for reimbursement.

PDP response should include additional information on necessity and a request for MSBA reconsideration of the PreK as special education space, and the Medical, and Administration/Guidance areas noted in the MSBA PDP responses as ineligible for reimbursement. The MSBA will provide responses/feedback to the PSR, but there will be no further separate feedback on the district's 4/24/20 PDP responses. The Committee will meet on April 30<sup>th</sup> to vote on the Preferred Schematic Report (PSR) for submission to the MSBA. The PSR is the second part of the Feasibility Study which includes a narrative, revised education plan, and the 3 options (code repair, add/repair, new construction) with drawings for each.

Based on the costs of the Flexitorium which looks to be about 6 million dollars, that will be ineligible for reimbursement, Shelley inquired about next steps toward making a decision. Lorraine counseled that this should be presented to the School Committee to ensure understanding that this would be 100% town funded and to determine if the SC is in support of this moving forward. If the SC supports this, then it should go back to the SBC to take the next steps including discussions with the Finance Committee and Select Board on tax impacts to residents for the Flexitorium as well as the full project.

Ms. Finnegan also suggests that if the Flexitorium is pursued, it should be put out to the public with an FAQ to describe not only how this would be used within the school day but also by the community and general public after hours to demonstrate value to those without children at West Elementary. Ms. Finnegan will extract the Flexitorium information from the PDP as a separate document to be distributed to the SBC for these additional considerations around public usage to complement the school day uses defined previously for the PDP submission. The document will include pictures as well.

*On a Motion* made by Sheldon Berman and seconded by Liz Roos, the West Elementary SBC voted to adjourn the meeting of April 16, 2020 at 9:32am. On a roll call vote, the Committee voted 11-0 to adjourn.

Respectfully,  
Alison Phelan, Recorder

#### CERTIFICATION

Town Clerk and Chief Strategy Officer  
Austin Simko

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Date:

Town Stamp: