



## MEETING MINUTES

Project: Peabody Welch Elementary School  
 Subject: School Building Committee Meeting  
 Location: Zoom Conference Call  
 Distribution: Attendees, Project File

Project No: MP17-114  
 Meeting Date: 1/14/2021  
 Time: 9:30 AM  
 Prepared By: R. Donner

Present	Name	Affiliation	Present	Name	Affiliation
✓	Edward Bettencourt*	Mayor	✓	Mike Burton	DWMP
	Joseph Scanlon	Business Manager	✓	Christina Dell Angelo	DWMP
✓	Beverley Ann Dunne*	SBC Chair	✓	Mike Cox	DWMP
✓	Josh Vadala*	Superintendent		Terry Hartford	DWMP
✓	Jarrold Hochman*	SBC Member	✓	Rachel Donner	DWMP
✓	James Hafey*	SBC Member	✓	Donna DiNisco	DiNisco
✓	Peter McGinn*	SBC Member		Ken DiNisco	DiNisco
	Ryan Melville*	SBC Member	✓	Vivian Low	DiNisco
✓	Michelle Massa*	Welch Principal	✓	Jeff Oxsalida	DiNisco
	Kara Migliozi*	SBC Member		Jim Shuttlesworth	DiNisco
	Michael Gingras	SBC Member			
✓	Edward Colbert*	SBC Member			
	Albert Talarico	SBC Member			
	Jillian Gonzalez*	SBC Member			
	Kelly Hidalgo*	SBC Member			
✓	Elizabeth McGivern*	SBC Member			
✓	Daniel Doucette	SBC Member			
	Thomas Griffin	SBC Member			
✓	Christopher Lord	SBC Member			
✓	Jenn Dort*	SBC Member			

\* SBC Voting Member

Item No.	Description	Action
10.1	<b>Call to Order:</b> 9:35 am meeting was called to order by SBC Chair B. Dunne with 10 of 14 voting members in attendance.	Record
10.2	<b>Previous Topics &amp; Approval of December 10, 2020 Meeting Minutes:</b> A motion to approve the 12/10/2020 meeting minutes as submitted made by E. McGivern and seconded by E. Colbert. Discussion: None. Abstentions: J. Dort, J. Hafey. All in favor: Motion passes, minutes approved.	Record
10.3	<b>PDP Update:</b> <ul style="list-style-type: none"> <li>➤ C. Dell Angelo shares the PDP was submitted on December 16<sup>th</sup>. We met with the SBC on December 10<sup>th</sup> to approve the submission. We are now waiting on formal review comments from the MSBA. We are anticipating review comments in next couple of weeks and then we will share that information.</li> </ul>	
10.4	<b>PSP Update:</b> <ul style="list-style-type: none"> <li>➤ Upcoming Meetings &amp; Milestone Dates           <ul style="list-style-type: none"> <li>○ Facilities Working Group – January 14, 2021</li> <li>○ Technology Working Group – January 15, 2021</li> <li>○ Executive Working Group – January 22, 2021</li> <li>○ SBC Meeting – February 4, 2021</li> <li>○ Community Meeting # 2 – Week of February 8, 2021               <ul style="list-style-type: none"> <li>▪ The project team will work with the Mayor and other SBC members to coordinate other important meeting dates.</li> <li>▪ The community meeting will be broadcast, and notifications will be sent.</li> </ul> </li> <li>○ SBC Vote to Approve PSR – February 18, 2021               <ul style="list-style-type: none"> <li>▪ M. Massa mentions February 18<sup>th</sup> is in the middle of February vacation.</li> <li>▪ D. DiNisco shares we have to submit by February 24<sup>th</sup> so we could meet the Monday before the 24<sup>th</sup> if needed.</li> <li>▪ B. Dunne asks the SBC members to email their availability for February 18<sup>th</sup>. M. Burton comments DWMP will send an availability email to the committee and if we have a quorum we will hold the approval on that date. If not, we will hold the Monday or Tuesday as backup.</li> </ul> </li> <li>○ Submit Preferred Schematic Report (PSR) – February 24, 2021</li> <li>○ MSBA Facilities Assessment Subcommittee Meeting – March 10 or 24, 2021</li> <li>○ MSBA Board of Directors Meeting for Approval to Begin Schematic Design.</li> </ul> </li> <li>➤ Preliminary Evaluation of Alternatives</li> </ul>	Record

- Option R – Code Upgrades
- Option R-AC – Code Upgrades w/ air conditioning
- Option R-1 – Renovations w/ AC (VRF System)
- Option R-2 – Renovations w/ AC (Unit Vent System)
- Option AR-1 – Minor Renovation/Addition
- Option AR-2 – Major Renovation/Addition
- Option N – New Construction
  - C. Dell Angelo explains we are required to study multiple options, but we are focusing on repairs and renovations.
- Evaluation of Alternatives
  - Soft Costs consist of Architect, OPM, and legal fees along with anything outside of the GMP.
  - Total Project Budget
    - Ranges from \$23 Million – \$28 Million
    - Reimbursement will be based on the option selected and range from 58% - 62%
  - Estimated City Share
    - After reimbursements, the city is estimated to pay between \$11 Million - \$13 Million
- Proposed Site Improvements
  - New MAAB compliant parking & crosswalk
  - Repair & repave play area for MAAB compliance.
  - New MAAB compliant playground surfacing
  - New MAAB compliant pedestrian path
  - Repair & repave sidewalks for MAAB compliance.
    - V. Low explains site improvements are proposed for the repair and renovation R1 option. We will address all accessibility issues and provide accessible paths. We would also replace curbing, curb cuts and adjust slopes so the path is accessible to the school. Also, we are looking at the handicap parking and proposing to move them and provide workable parking spaces. The rear of the school is proposed to repave the play area and create a new pedestrian path.
- HVAC System Evaluation
  - V. Low shares Unit Ventilators (UV) are carried in the repair only option. But we are looking at efficiency and longevity to see what works best for this school.
- HVAC System Recommendation
  - Variable Refrigerant Flow (VRF) Recommended
    - Full air conditioning
    - All-electric (no new utilities)
    - Cost efficient. (Low first cost, Low operating cost)
    - Quiet
- Option R: Code Upgrades (MAAB/Repairs)

- MAAB & Code Upgrades
  - Stage Ramp, New elevator, replace non-compliant door hardware, comprehensive signage, stair modifications, toilet rooms & water fountains, classroom sinks.
- Exterior/Envelope Repairs
  - New exterior windows, soffit replacement, new exterior doors, repair & paint CMU Fin Walls
- Building Systems Repairs
  - Replace Unit Ventilators, Sprinkler & fire alarm, power system, security system, lighting & controls, data comms, clocks & public address, paint 50% oof building interiors, acoustic ceilings.
- Option R-AC: Code Upgrades with Air Conditioning
  - Option R upgrades in addition to new mechanical system with A/C
- Option R-1 & R-1+: Renovations with A/C
  - Option R & R-AC upgrades in addition to replace balance of door hardware, replace exterior asbestos fascia, replace int. doors, frames, glass replace kitchen floor, and limited replacement of equipment.
    - V. Low explains if we were able to take the \$1.9 Million for modulars and put it into the construction budget we could use it for more building improvements. We could possibly make the media center larger for project based learning and provide more flexible space for program
- Option R-1 & R-1+ Benefits
  - Enhance building security
  - Accommodate developing PPS district-wide programs, such as Digital Literacy
  - Enhance Media Center provides additional area for Digital Literacy and other small group instruction
  - Maintain or enhance school-specific programs, such as Pre-K & Extended Day
  - Support social emotional learning (SEL)
  - Maximize or provide additional storage space
- Final Evaluation of Alternatives
  - V. Low explains this summarizes the options reviewed. We will do whatever we can to receive the 2% green reimbursement. D. DiNisco mentions the goal is to refine this information then we will request a meeting on the 4<sup>th</sup> where we will need to select an option. We do not need to refer to the exact scope of work but we need to select a preferred solution. We can refine all options during schematic when we have actual drawings.
  - M. Burton shares there are two things that need to happen in two weeks. We need to validate percentages and swingspace. J.

Vadala notes it is important to look at the first 2 columns that include modulars. When we originally spoke, there was no opportunity for swingspace which impacts reimbursement. If we removed modulars, we could use swingspace within the district and we would need to try to find that space. If the value is there and it benefits reimbursement, we are willing to do that.

- M. Burton notes we will work with the executive working group then on the 18<sup>th</sup> we need to select an option.

**Discussion:**

- D. Doucette asks will any of the electric options work for the MSBA? Will the VRF option be acceptable with the MSBA? D. DiNisco shares more and more communities going all electric to achieve a net 0 building. The MSBA fully supports it. There is no preference one way or other as long as we meet code.
- D. Doucette asks will the HVAC be controlled in each individual space? V. Low responds it will be a full VAC system. Classrooms will have their own thermostats, but they will have limits. D. Doucette comments that will be a J. Hafey call. M. Burton shares we will discuss this with J. Hafey today.
- P. McGinn asks will we know by February 4<sup>th</sup> based on the involvement from the green consultant if we will achieve 2 % reimbursement? D. DiNisco comments this is ongoing. We will not know for sure until schematic design.
- P. McGinn asks regarding swingspace, are there any costs for swingspace or is this being assumed as a \$0 cost alternative? J. Vadala shares we would have to do feasibility for that and see what it would do to transportation etc. It would be nice to free up money here for reimbursable costs.
- M. Burton asks does the committee feel Dr. Vadala should explore opportunities of swingspace for the students?
- J. Hafey asks what will the duration of the project be if uninterrupted? M. Burton responds it will take about 24 months (2 years) without knowing what the swingspace could look like. Once we know how many students can be displaced, we will have a better idea. We should enable J. Vadala to explore.
- B. Dunne asks how many modular classrooms would be needed? M. Burton responds we assumed 8. B. Dunne comments we don't want to see that money taken away from Welch. D. DiNisco also notes if have to add modular classrooms, it impacts laydown space and construction use. We would prefer to not to utilize park/field for modulars. This space is beneficial to the contractor.
- J. Hochman mentions there is asbestos in building so the more staff to get out of the building, the better. D. DiNisco shares it makes sense to invest the \$1.2 million back into project if Peabody can place the students and staff into another building.

	<ul style="list-style-type: none"> <li>➤ D. Doucette asks are children having their meals in the classrooms? If students ate in the classrooms, we could use the café as swingspace. J. Vadala responds we can explore that option.</li> <li>➤ J. Vadala will investigate multiple options and share them at the next SBC meeting.</li> </ul>	
10.5	<b>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</b> <ul style="list-style-type: none"> <li>➤ Jenn Dort is welcomed as the newest SBC member.</li> </ul>	Record
10.6	<b>Public Comments:</b> <ul style="list-style-type: none"> <li>➤ None.</li> </ul>	Record
10.7	<b>Next Meetings:</b> <ul style="list-style-type: none"> <li>➤ SBC 11 – February 4, 2021</li> </ul>	Record
10.8	<ul style="list-style-type: none"> <li>➤ <b>Adjourn:</b> 10:51 am A motion was made by E. Colbert and seconded by J. Hafey to adjourn the meeting, Discussion: None.</li> </ul>	Record

Sincerely,

**DORE + WHITTIER**

Rachel Donner

Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.