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TOWN OF BURLINGTON

Meeting Minutes

Draft minutes can be posted and revised at a later date

DEPT./BOARD: Fox Hill School Building Committee & School Committee

DATE: May 16, 2023

TIME: 6:00 PM

PLACE: School Committee Room, 123 Cambridge Street, Burlington, MA & Webex (Virtual)

See Minutes Below:





MEETING MINUTES

Project: Fox Hill Elementary School
 Subject: School Building Committee Meeting
 Location: Webex Conference Call
 Distribution: Attendees, Project File

Project No:
 Meeting Date: 5/16/2023
 Time: 6:00 PM
 Prepared By: A. Place

Present	Name	Affiliation	Present	Name	Affiliation
	Nichole Coscia*	Business Manager	✓	Mike Burton	DWMP
✓	John Danizio*	SBC Member	✓	Christina Dell Angelo	DWMP
✓	Paul Sagarino*	SBC Member	✓	Mike Cox	DWMP
✓	Melissa Massardo*	SBC Chair		Steve Brown	DWMP
✓	Eric Conti*	Superintendent	✓	Aidan Place	DWMP
✓	Bob Cunha*	Director of Operations		Jason Boone	DWMP
	David Rosenblatt*	Principal	✓	Donna DiNisco	DiNisco Design
	Dennis Villano*	SBC Member	✓	Vivian Low	DiNisco Design
✓	Roger Riggs	SBC Member	✓	Neil Harrigan	DiNisco Design
✓	Ed Parsons	SBC Member			
✓	Jennifer Priest*	SBC Member	✓	Krystal Anderson	
	Tara Carroll	SBC Member	✓	Melissa Ulliani	
	Audrey Boeri	SBC Member	✓	Nicci Kadilak	
✓	George Papayannis	SBC Member	✓	Melissa Gilberg	
✓	Katherine Bond*	Vice Chair of SBC	✓	Kristen DeMarco	
✓	Jeremy Brooks*	SBC Member	✓	Sasha Stevens	
✓	Christine Monaco*	SBC Member	✓	Alison Varrell	
✓	Martha Simon*	SBC Member	✓	Amy Barrows	
✓	Kristen Downie	Secretary	✓	Melissa Parnell	
✓	Heather Brady		✓	Anna Lisa Finn	
✓	Jennifer Agati		✓	John Lyons	
✓	Elizabeth Orfanos		✓	Kim Shubrooks	
✓	Bill Boivin		✓	Rachel Small	
✓	Erica Zola		✓	Diane Fitzpatrick	
✓	Amanda Hanafin		✓	Diana Segool	

* SBC Voting Member

Item No.	Description	Action
8.1	Call to Order & Intro: 6:02 pm meeting was called to order by SBC Chair M. Massardo with 9 of 13 voting members in attendance.	Record
8.2	<p>Previous Topics & Approval of May 2nd, 2023, Meeting Minutes:</p> <ul style="list-style-type: none"> ➤ A motion to approve the 05/2/2023 meeting minutes¹ as submitted made by M. Simon and seconded by J. Priest. Discussion: None. Roll Call Vote: B. Cunha – Yes E. Conti – Yes M. Massardo – Yes – P. Sagarino – Yes – J. Danizio – Yes – J. Priest – Yes – C. Monaco – Yes – J. Brooks – Yes – M. Simon - Yes. Abstention: None. Motion passes, minutes approved. 	Record
8.3	<p>Public Comment:</p> <ul style="list-style-type: none"> ➤ A. Hanafin wants to add a parent from Pine Glen as a voting member. M. Massardo says Mr. Lyons will come back to the next SBC with a parent to be voted in as a voting member. ➤ B. Boivin makes a statement about the presence of a vernal pool on the Fox Hill site. Describes what a vernal pool is and the rules that a 200-foot buffer from the water line is needed around the vernal pool, as it is the most sensitive resource in Burlington. ➤ M. Simon says that D+W and DiNisco are already aware of this and are already making plans to accommodate the vernal pool. ➤ E. Zola makes a statement that she is for keeping the district at a four-school model and not building a combined school. Shares her concerns with the added traffic of the new school option and the lack of sidewalks and signs in the area. Wants traffic studies to be expanded to a wider area. ➤ E. Orfanos makes a statement saying she is deeply invested in the community, children, and the school system. She states she is in support of the four-school model and not a combined school. Says the research shows that smaller schools are what’s best for their children. Notes she would like parent representation on the SBC, with no dual roles. ➤ K. Bond asks to add a Pine Glen parent to the SBC as a voting member. 	Record

¹ May 2, 2023, Meeting Minutes
² D+W PowerPoint Presentation

	<ul style="list-style-type: none"> ➤ J. Priest says J. Lyons should bring a parent with a non-dual role as a voting member. ➤ C. Monaco says she would like more non-voting members on the SBC. ➤ A. Hanafin suggests adding titles/roles on the website for everyone to know who serves on the committee. 	
8.4	<p>Design Update:</p> <ul style="list-style-type: none"> ➤ M. Simon asks to change the name of the committee to the Burlington Elementary School Building Committee, as there is now Pine Glen representation. ➤ C. Monaco says that its important to recognize that whatever the plan for the school is it will affect every school in the town. ➤ D. DiNisco says the MSBA will continue to refer to the committee as the Fox Hill School Building Committee but won't take exception to changing the name. ➤ D. DiNisco starts going over the presentation². Introduces D+W as well as DiNisco and the people on each team. Goes over the considerations that have been discussed: Elementary school equity, Enrollment considerations, Future Flexibility, Community support. They are looking at both options as it relates to the Fox Hill and Pine Glen School. Says they are currently in the Feasibility Study which is Module 3 of 8 of the process. D. DiNisco clarifies E. Conti asked the MSBA to consider the four-school model as the MSBA just wanted to study the combined school option. Shows a slide explaining the Preliminary Design Program (PDP), this details options 1-8 to be studied. During the PDP they will develop the Educational Program and Space Summary, Existing Conditions Report, Establish Design Parameters, and develop and evaluate alternatives. Notes that they have to study all 8 options and no decisions have been made. ➤ M. Simon asks a clarifying question about options 4-8, saying that some options are for a combined school with an enrollment of 640, while other options are for two separate schools with each enrollment of 325, with shared common spaces such as gym and cafe. D. DiNisco agrees and says that is correct and notes they will edit the slideshow to accurately reflect that. ➤ B. Boivin asks if there is an option that includes having two new schools at each respective site. D. DiNisco says that the site is up to the town, but the MSBA will only support one site and not two different sites. ➤ E. Orfanos asks if Pine Glen doesn't get involved in the project does that negate them from submitting for the Pine Glen site later. D. DiNisco says they can submit for the Pine Glen site later, the MSBA just may not select it. ➤ C. Monaco comments if they were to go with any combination of the combined school it would be 640 students. Asks to focus on all the 	Record

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options equally and to not focus on one option as she feels the focus is on the combined school. What the community wants is Fox Hill and Pine Glen on their respective sites.

- J. Priest talks about needing to look at all the schools for the most equitable solution. As they should look at how these small classrooms/schools would look for the entire community.
- E. Conti says that the presentation is based on the view of the MSBA process and that's what dictates the options to look at.
- C. Monaco agrees that they need to work with the MSBA on the Fox Hill School. She wants to acknowledge that Pine Glen School needs to move up in the process and whether the community needs to pay for it or not is irrelevant at this moment.
- D. DiNisco responds saying there are more options than what is shown, and they are happy at a high level with the support of the community to help them understand the other options outside of the MSBA process in terms of impacts on costs and timeline, they can't get into designing it however.
- E. Parsons says that the idea the Burlington is growing and facing enrollment issues is false. Says the MSBA has been largely correct on their assumptions and that the enrollment has been flat and has lost some students over the recent years.
- D. DiNisco goes over the MSBA process. Talks about the preferred schematic report, which will be submitted in December 2023. Shows a slide² that details the process. The PSR will go to MSBA for board approval in February 2024. Schematic Design Submission will be in June 2024 and the MSBA will vote on the Schematic Design in August 2024.
- B. Boivin asks about what MSBA contribution is. D. DiNisco responds saying the reimbursement percentage is 45% of eligible costs. Says the effective rate will be less than the 45%.
- M. Burton says the effective reimbursement rate is closer to 25%.
- D. DiNisco talks about the educational program and enrollment. She goes over the enrollment agreement slide². Then shows the Preliminary space summary slide². This slide details what each space would look like at the fox hill only and the combined school. In total for Fox Hill only it would be around 95,433 GSF and for the combined school it would be 151,452 GSF. She shows the SBC goals that were decided on earlier this year. She talks about the Visioning sessions that were held and shows the educational priorities that were mentioned, then shows the architectural priorities for the new school. Starts talking about the spatial relationships and shows a slide for Fox Hill only,
- M. Simon asks about spatial relationships and that the diagram isn't a building floor plan. D. DiNisco confirms that these are not floor plans but to give information about the relationships between spaces.
- N. Harrigan talks about the existing conditions and traffic study. Says that the site is 37.9 acres, but only 17.9 are useable due to wetlands and

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	<p>vernal pool. There is also relatively high ground water in select areas of the site. Discusses the traffic study that was conducted from 7:00am until just after dismissal. D. DiNisco says there are several phases of the traffic study. This first one was just to understand the existing conditions. The second part was to do traffic counts and are waiting to get those results back. The third part of the study will be working to develop the best solution to mitigate the traffic issues on the site and neighborhood. N. Harrigan talks about the Pine Glen site which has 11.8 acres although 9.6 are useable. There is a presumed high-water table, and poorly draining soils.</p> <ul style="list-style-type: none"> ➤ N. Harrigan talks about the different options that are being considered in the slideshow². D. DiNisco talks to the Criteria Matrix and says they have polled the building committee and asked for input on it. They will be asking the community as well at the community forum to give their input on the matrix. ➤ D. DiNisco goes over the Menti poll that will be had at the community meeting. They will ask the community to rank 8 different categories in terms of priority to solicit feedback to better understand the community needs/wants. This poll will also be on the website after the fact for people who miss the forum. ➤ C. Monaco asks of the community meeting will be in person. D. DiNisco says that it is up to the committee, but they have found virtual is more effective due to getting more people to attend. C. Dell Angelo says they can discuss this at the next communication working group meeting. ➤ M. Simon talks about how the master plan the town made identified BHS as priority number one, with the Fox Hill School as number two on the list of the most in need of repair/renovation/addition/or new school. ➤ A community member notes that traffic is congested right now and adding a school would add to that traffic density. ➤ M. Ulliani says the traffic study is insufficient, needs to incorporate a larger radius to include more connecting roads. N. Harrigan responds saying they did studies at two intersections at Westwood and Fox Hill and Westwood and Wilmington. M. Ulliani recommends doing a study at the intersection of Fox Hill and Hart Street. ➤ D. DiNisco says they factor in who is a walker at Pine Glen now but would be driving if the combined school is approved. ➤ M. Massardo says she is working with Kristen Downie and David Rosenblatt to work on educating the students about traffic and safety. They are also working on telling parents not to line up so early for pickup. 	
8.5	<p>Pine Glen SBC Representation:</p> <ul style="list-style-type: none"> ➤ A motion to add John Lyons as a voting SBC member made by E. Conti and seconded M. Simon. Discussion: None. Roll Call Vote: B. Cunha – 	Record

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	Yes E. Conti – Yes M. Massardo – Yes – P. Sagarino – Yes – J. Danizio – Yes – J. Priest – Yes – C. Monaco – Yes – J. Brooks – Yes – M. Simon - Yes. Abstention: None. Motion passes, voting member approved.	
8.6	Upcoming Dates: <ul style="list-style-type: none"> ➤ C. Dell Angelo goes over the next steps. Which are to review and approve the educational program and space summary requirements, finalize the traffic study, establish design parameters, explore design options, hold community forum #2, and submit the PDP to MSBA in July 2023. 	Record
8.7	Other Topics not Reasonably Anticipated 48 hours prior to the Meeting: <ul style="list-style-type: none"> ➤ None. 	Record
8.8	Next Meetings: <ul style="list-style-type: none"> ➤ Tuesday May 30th, 2023, at 6:00PM. 	Record
8.9	Adjourn: 8:24 pm A motion was made by M. Simon and seconded by J. Priest to adjourn the meeting, Discussion: None. Meeting adjourned.	Record

Submitted: 5/30/23

Approved: 5/30/23

Sincerely,

DORE + WHITTIER

Aidan Place

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.

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