



MEETING MINUTES

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

Project No:
 Meeting Date: 03/19/2024
 Time: 6:00 PM
 Prepared By: A. O'Toole

Present	Name	Affiliation	Present	Name	Affiliation
	Amanda Hanafin	SBC Member		Mike Burton	DWMP
	Anne Hill	SBC Member		Christina Dell Angelo	DWMP
✓	Bob Cunha*	Director of		Mike Cox	DWMP
✓	Christine Monaco*	SBC Member	✓	Steve Brown	DWMP
✓	David Rosenblatt*	Fox Hill Principal	✓	Andrea O'Toole	DWMP
✓	Dennis Villano*	SBC Member		Jason Boone	DWMP
✓	Ed Parsons	SBC Member	✓	Donna DiNisco	DiNisco Design
✓	Eric Conti*	Superintendent	✓	Vivian Low	DiNisco Design
✓	George Papayannis	SBC Member	✓	Neil Harrigan	DiNisco Design
✓	Jennifer Priest*	SBC Member		David Daley	
✓	Jeremy Brooks*	SBC Member		Chris Campbell	
✓	John Danizio*	SBC Member		Melissa Ulliani	
✓	John Lyons*	Pine Glen Principal	✓	John Iler	
✓	Katherine Bond*	Vice Chair of SBC	✓	Meghan Nawolchik	
✓	Kristen Downie	Secretary			
✓	Margo Bunker*	SBC Member			
	Martha Simon*	SBC Member			
	Melissa Gilberg	SBC Member			
✓	Melissa Massardo*	SBC Chair			
✓	Nichole Coscia*	Business Manager			
	Paul Sagarino*	SBC Member			
✓	Roger Riggs	SBC Member			
✓	Tara Carroll	SBC Member			
	* SBC Voting Member				

Item No.	Call to Order & Intro: 6:00 pm meeting was called to order by SBC Chair Melissa Massardo with 9 of 15 voting members in attendance.	Record
1.	<p>Approval of February 26, 2024, Meeting Minutes:</p> <p>A motion to approve the 2/26/2024 meeting minutes as submitted made by M. Massardo. Discussion: None. Roll Call Vote: J. Brooks – Yes – E. Conti -Yes- B. Cunha – Yes – J. Lyons - Yes – D. Villano - Yes - Yes – K. Bond – Yes- D. Rosenblatt- Yes- J. Brooks - Yes– C. Monaco – Yes- Jennifer Priest – Yes – N. Coscia -Yes – M. Massardo - Yes</p> <p>Abstention: John Dinizio. Motion passes, minutes approved, 9-1-0</p>	Record
2.	Public Comment: None	Record
3.	<p>Design Update:</p> <ul style="list-style-type: none"> ➤ Site Plan Study Options – Site plan options A-F have been modeled to determine the safest and most effective traffic patterns around the site. The team is working to provide accurate parking, bus, van, parent drop off/pick-up queuing, and safe routes for all pedestrian traffic. After a few meetings with the Traffic/Site/Safe Routs working group, it has been determined that options G1/G2 are achieving these goal but need to be further studied and refined. ➤ J. Priest – Do these options (G1/G2) reduce the number of parking spaces. <ul style="list-style-type: none"> - V. Low no some have been added to the north side of the building to keep parking counts the same. ➤ J. Priest- Will there be any issues with bottle necking? When cars are crossing the van or bus lines this tends to occur. Will this allow for the queuing of all buses and vans at once? Example: Emergency pick up. <ul style="list-style-type: none"> - D. DiNisco – G1 allows queuing of all the buses/vans if they were ever to all be onsite at the same time, and provides flexibility for enrollment growth, G2 addresses pedestrian crossing concerns. Both will be studied further. ➤ D. Rosenblatt – There is never a time when all buses are onsite at the same time. At most it is 3 at a time. ➤ J. Priest – Will there be safety structures around the proposed green space out front. <ul style="list-style-type: none"> - V. Low – Yes there will be some form of guardrail or bollards as well as raised crosswalks, to both slow traffic and prevent passage near the lawn. ➤ J. Brooks – What is the usage for the accessible walking path? It will need to be managed. <ul style="list-style-type: none"> - V. Low – that was discussed at the Outdoor Learning Working Group. It will provide access to all around the entire playing fields. 	Record

	<ul style="list-style-type: none"> ➤ DiNisco presents playing field options as discussed with the Parks & Rec department on 3/4/24. It is the project team’s understanding that unless the site can yield 2 full softball fields the town will not ask for one to be installed. D. Rosenblatt also felt that a full field was not necessary. SC members would like to see at least an infield to be used for kick ball to be vetted. The design team will see if this works once a traffic design has been solidified. ➤ The hard play surfaces are reviewed, and precedents are shown from Shay and Hastings Elementary Schools. ➤ J. Priest – Are those surfaces cleared when it snows. <ul style="list-style-type: none"> - V. Low – Yes, these surfaces are cleared and make the most sense in New England because they can be easily plowed and accessed by children during the winter months. ➤ Building Plans – DiNisco presents existing conditions of Fox Hill’s building materials. ➤ Building Exterior Material Design Precedents – Various new school projects are shown to provide examples of the brick, CMU, metal panel, and phenolic materials DiNisco is studying for the new Fox Hill. The consensus from the working groups meetings is that a modern design with classical elements is desired for this location. ➤ Building Massing Study – A 3D rendering of the building with and without exterior materials is presented. The design team plans to use the roof lines to add some dimension to the long building. A flat roof is being used to allow for efficiency in design as well as the best placement for solar panels. 	
4.	<p>Schedule & Budget Update:</p> <ul style="list-style-type: none"> ➤ D&W shares a design timeline highlighting the completion of preliminary design and preferred schematic design. The project is now well into Design Development. ➤ The overall project timeline includes the milestones of a community meeting, MSBA submission, town approval, and funding. It is noted by DiNisco that the project will appear once again before the MSBA Facility Assessment Subcommittee in May to review the flipping of the building. ➤ D&W budget summary shows all budget numbers are updated. 	Recod
5.	<p>Invoices for Approval:</p> <ul style="list-style-type: none"> • Dore + Whittier Invoice No. 18 in the amount of \$5,832.50 • DiNisco Invoice No. 9965 in the amount of \$58,333.00 for Schematic Design Services 1 of 6 • DiNisco Invoice No. 9966 in the amount of \$4,655.75 <p>A motion to approve D+W Invoice No. 18, DiNisco Invoice No. 9965, and DiNisco Invoice No. 9966 as submitted made by E Conti. Second by J. Priest. Discussion: None. Roll Call Vote: J. Brooks – Yes – E. Conti -Yes- B. Cunha – Yes – J. Lyons -</p>	Record

	<p>Yes – D. Villano - Yes - Yes – K. Bond – Yes- D. Rosenblatt- Yes- J. Brooks - Yes– C. Monaco – Yes- Jennifer Priest – Yes – N. Coscia -Yes – M. Massardo – Yes – J. Danizio. Abstention: None. Motion passes 12-0-0</p> <p>Commitments for Approval:</p> <ul style="list-style-type: none"> • Dore & Whittier Amendment No. 3 in the amount of \$18,118. Website Translation and Schematic Design Estimate • DiNisco Amendment No. 4 in the amount of \$6,380.00 for AMC Roofing and Deconstructive Testing Services <p>A motion to approve D+W Amendment No. 3 and DiNisco Amendment No. 4 as submitted made by E Conti. Second by J. Priest. Discussion: None. Roll Call Vote: J. Brooks – Yes – E. Conti -Yes- B. Cunha – Yes – J. Lyons - Yes – D. Villano - Yes - Yes – K. Bond – Yes- D. Rosenblatt- Yes- J. Brooks - Yes– C. Monaco – Yes- Jennifer Priest – Yes – N. Coscia -Yes – M. Massardo – Yes – J. Danizio. Abstention: None. Motion passes, minutes approved, 12-0-0</p>	
6.	<p>Review Rescind Property Rezoning to Article:</p> <ul style="list-style-type: none"> ➤ The Mass Save Incentive (approx. \$1,300,000) guideline does not allow a natural gas-powered generator onsite. The project team with the approval of the School Committee had submitted a formal request to have the property rezoned as commercial to allow for the storage of diesel onsite. ➤ After submission the team was notified that as the current by-laws are written you are not able to rezone one property for this reason. The project team would like the School Committee to vote to rescind the article and will continue to explore alternatives to powering the emergency generator. ➤ The three current options: <ul style="list-style-type: none"> • Rezone in alignment with town by laws at Fall Town Meeting • Allow a diesel ready generator that runs on HVO. • Battery packs for emergency lighting only • Using natural gas forgo the \$1,300,000 estimated incentive. <p>A motion to rescind the Fox Hill Property Rezoning Article was submitted made by C. Monaco. Second by K. Bond Discussion: None. Roll Call Vote: K. Bond – Yes- J. Brooks – Yes-C. Monaco – Yes- M. Massardo – Yes. Abstention: None. Motion passes, 4-0-0</p>	Record
7.	<p>Project Funding – Ways & Means Presentation:</p> <ul style="list-style-type: none"> ➤ J. Iler from Ways & Means presents past projects, current pipelines, project funding information, timelines, bonding standing (AAA) and 	

	<p>recommendations. It is the recommendation from Ways & Means that the project be voted on at Fall town meeting to proceed without a debt exclusion. This will allow the project to continue to CD's and keep MSBA funding. They also recommended voting later for a debt exclusion to be tied to the project, allowing funding to be allocated to other pipeline projects.</p> <ul style="list-style-type: none"> ➤ M. Massardo – I do not see any growth in the budget. <ul style="list-style-type: none"> - J. Iler – We have studied all best- and worst-case scenarios. There is a link in the presentation to access the budget. If the operating budget is increased it does change the year it will increase taxes. ➤ J. Priest – Have you accounted for the decrease in the commercial sector? We have seen water bills going up, people being laid off. <ul style="list-style-type: none"> - J. Iler – Yes some commercial industry is leaving, but we continue to see upward growth. The town has pivoted its outreach and appeal to include biotech and other industry options. ➤ E. Parsons – We made the decision to proceed with this project years ago. We already have a project team and the MSBA on board. The model produced by Ways & Means has studied all scenarios and is providing proof that we are able to proceed either way. 	
8.	<p>Public Comment (15 Minutes):</p> <ul style="list-style-type: none"> ➤ None 	Record
9.	<p>Other Topics not Reasonably Anticipated 48 hours prior to the meeting:</p> <ul style="list-style-type: none"> ➤ None 	Record
10.	<p>Next Scheduled Meetings:</p> <ul style="list-style-type: none"> ➤ SBC Monday April 8, 2024, at 6pm – Remote? <p>Upcoming Meetings:</p> <ul style="list-style-type: none"> ➤ Community Meeting April 	Record
11.	<p>Adjourn</p> <ul style="list-style-type: none"> ➤ A motion to adjourn submitted made M. Massardo. All in Favor 12-0-0. Adjourn. 	Record

Sincerely,
DORE + WHITTIER

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Andrea O'Toole
Assistant Project Manager
Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please submit within 48 hours for incorporation into these minutes.