

Name of Committee: Heath School Building Committee (SBC)

Meeting Date: June 30, 2011 Time: 4:00 pm Location: Town Hall

Attendees indicated by x; names in bold- voting members

Heath School Building Committee

<b>Kenneth Goldstein</b>	x	<b>Milly Katzman</b>	x	Will Spears (MDS)	
<b>Helen Charlupski</b>	x	<b>Charles Simmons</b>		Brian Pace (MDS)	x
<b>Barbara Scotto</b>	x	<b>Jennifer Fischer-Mueller</b>		Erin Chute Gallentine	
<b>George Cole</b>		<b>Mel Kleckner</b>		Ann Blair	
<b>Carla Benka</b>	x	<b>Stacey McCarthy</b>	x	Carrie Wilson	x
<b>William Lupini</b>	x	<b>Daniel St. Clair</b>			
<b>Sean Cronin</b>					
<b>Michael Shepard</b>	x	Raymond Masak (OPM)			x
<b>Peter Rowe</b>	x	Margaret Clark (MDS)			x

Public Present: None

Topic: **Meeting Minutes Approval**

Helen Charlupski made a motion to approve the minutes of May 11, 2011. The motion was seconded by Bill Lupini. The vote was unanimous to approve the meeting minutes.

Topic: **New Principal Introduction**

Carrie Wilson, the new principal was in attendance and formally introduced to the committee. A vote was taken to approve Carrie as the replacement for Milly Katzman and to formally request this change be documented with the MSBA. A motion was made by Ken Goldstein and seconded by Bill Lupini. The vote was unanimous to approve Carrie as Milly's replacement.

Topic: **Project Overview**

The following project related topics were discussed during the meeting:

- Key Dates
- 60 % CD Design Cost Estimate
- Discussion of Design Changes
- 3 D Modeling
- Finishes

## Key Dates

Ray Masak presented the following key dates for the project:

MSBA 60 % CD Submission:	June 29
PEER Reviews:	Ongoing
Tunnel Abatement:	July 14- 19
SBC Meeting:	TBD
MSBA 90 % CD Submission:	July 22
Construction Documents Complete:	August 5
Construction Start:	October 19

## 60 % CD Design Cost estimate

Ray Masak stated that reconciliation process for the 60 % CD cost estimate was completed and the project is still on budget with three alternatives. Ray reviewed the proposed alternates which were identified to keep the project on budget:

- Drop off changes
- Path repaving
- Field Regrading

**Drop off changes.** Ray Masak presented the proposed drop off changes and added that the drop off changes would be a condition of getting the permanent permit parking that was needed for the school after the renovations are completed. There was discussion on how this drop-off area might work. Milly Katzman stated that the monitoring as proposed in the Traffic Study would have to be evaluated further. Ray stated that with anything new, the parents needed to be educated to insure this area works as intended and that the monitoring probably would not be needed.

**Path Repaving.** Ray presented the condition of the paths up to the fire station and stated that based on their poor condition and the fact that virtually all the paths on the school property were being replaced, it was recommended that this alternative to replace these paths be considered as well.

**Field Regrading.** Ray stated that the purpose of this alternative is to improve the slope of the field to provide a more level playing area but that the field regrading is being reviewed by the Parks department as there were some issues with the survey which would impact the size of the playable parts of the field. The need of this option was discussed and it was agreed this option would be continued to be looked at.

It was requested that the SBC vote the order of the alternatives as presented. A motion was made by Bill Lupini and seconded by Ken Goldstein to accept the order of alternatives as presented. The vote was unanimous.

### **Discussion of Design changes**

Margaret Clark presented the design changes to the classroom addition and cafeteria. These are as follows:

- Classroom Addition- seating area outside prek/ k classroom, additional storage, office for multipurpose space; relocation double doors
- Cafeteria- relocation of handicapped bathroom, glass entrance

### **3 D Modeling**

Margaret Clark presented 3 D modeling of the following spaces:

- Kindergarten Classroom & first floor hallway
- Science Room classroom & second floor hallway
- Cafeteria & hallway

There was a concern raised regarding the entrance configuration to the new kindergarten classroom. It was stated that this was requested by the kindergarten teaching staff. The school department will review this issue further and provide input as needed.

Barbara Scotto raised a concern regarding the technology in the new science room, shelving in the library and the need for a book room. Ray Masak stated that sufficient technology has been designed into the project and the library addition was designed based on the needs that were requested by the library staff (storage, seating area, more shelving, learning area). Milly Katzman stated that the bookroom will be place in the faculty area.

### **Finishes**

Margaret Clark presented MDS's "first pass" for the proposed finishes. Margaret stated that they would be using a quartz based flooring material which is sustainable. Ray Masak raised the issue regarding the maintenance required for this material. MDS will provide additional information on the use of this flooring material in a classroom setting. There was a question regarding the type of floor being proposed for the multipurpose space. It was stated that the flooring would be in line with its use (multipurpose vs. a gym- similar to the Lawrence school project)

Margaret stated that MDS would continue to refine their material selection. It was suggested that the next SBC meeting be at the school to have a better understanding of how the finishes would be incorporated into the added spaces.

Topic: **New/ Old Business**

There was a brief discussion regarding the private capital campaign for renovating the existing auditorium. It was stated that private funds have been used in the past for Town projects and that this project could not impact the existing Heath School Project.

Topic: **Proposed SBC Meeting**

The next meeting of the Heath School Building Committee is scheduled for July 19, 2011 at 4:00 PM at the school.

Respectfully submitted,

Raymond Masak, PE  
Owner's Project Manager