



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: 9/23/2021
 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	✓	Rachel Donner	DWMP
	Jarrold Hochman*	SBC Member		Donna DiNisco	DiNisco
✓	James Hafey*	SBC Member		Ken DiNisco	DiNisco
✓	Peter McGinn*	SBC Member	✓	Vivian Low	DiNisco
	Ryan Melville*	SBC Member	✓	Jeff Oxsalida	DiNisco
✓	Michelle Massa*	Welch Principal		Jim Shuttlesworth	DiNisco
✓	Kara Migliozi*	SBC Member	✓	Todd McCabe	Consigli
	Michael Gingras	SBC Member	✓	Kristy Lyons	Consigli
	Edward Colbert*	SBC Member		Andrew Malian	Consigli
	Albert Talarico	SBC Member		Chris Kavanaugh	Consigli
✓	Jillian Gonzalez*	SBC Member			
	Jenn Dort*	SBC Member			
	Elizabeth McGivern*	SBC Member			
✓	KerriAnne Wheeler*	SBC Member			
✓	Daniel Doucette	SBC Member			
	Thomas Griffin	SBC Member			
✓	Christopher Lord*	SBC Member			

* SBC Voting Member

Item No.	Description	Action
18.1	Call to Order: 9:37 am meeting was called to order by SBC Chair B. Dunne with 7 of 16 voting members in attendance.	Record
18.2	Previous Topics & Approval of August 26, 2021 Meeting Minutes: A motion to approve the 8/26/2021 meeting minutes as submitted made by M. Massa and seconded by K. Migliozi. Rollcall Vote: C. Lord, J. Gonzalez, J. Hafey, K. Migliozi, K. Wheeler, M. Massa, B. Dunne. Discussion: None. Abstentions: None. All in favor: Motion passes, minutes approved.	Record
18.3	<p>Schedule Update:</p> <p>C. Dell Angelo provides a schedule update.</p> <p><u>Project Schedule:</u></p> <ul style="list-style-type: none"> ➤ Process: <ul style="list-style-type: none"> ○ MSBA Process – We are at Module 4: Schematic Design phase ➤ Project Timeline: <ul style="list-style-type: none"> ○ February 2021 – October 2021: Module 4 Activities - Schematic Design: <ul style="list-style-type: none"> ▪ Schematic Design Submission – September 8, 2021 <ul style="list-style-type: none"> • Final design program • More detailed Estimates • Preliminary Plans / Specs ○ MSBA Board Approval of Schematic Design October 2021 ○ November 2021: Module 5 Activities – Funding the project: <ul style="list-style-type: none"> ▪ The district has 120 days from MSBA board approval of schematic design to secure project funding ▪ Once district approves funding the MSBA will enter into a project funding agreement which will lock the MSBA maximum reimbursement and act to confirm project scope, schedule, and cost ▪ If approved, proceed to Module 6 – Detailed Design ➤ Process & Schedule: <ul style="list-style-type: none"> ○ Module 3: Preliminary Design Program – August 2020, Preferred Schematic Report – December 2020 ○ Module 4: Schematic Design – February 2021 ○ Module 5: Local Approval – November 2021 ○ Module 6: Detailed Design – September 2021 ○ Module 7: Construction – Summer 2022 ➤ Milestone Dates: <ul style="list-style-type: none"> ○ MSBA Board of Directors Approval to Fund Project - October 27, 2021 ○ City Council Funding Approval - November 2021 ○ Design Development Submission - December 2021 	Record

- Construction Documents - January - June 2022
- Phased Construction Start - June 2022
- Project Completion - November 2023

T. McCabe shares a construction plan update.

Construction Logistics Plan:

- Phase 1: June 2022-December 2022
 - There will be two areas of major construction impact. The first area is the existing entrance of the school. We will be working here with the center core of the building. The basketball court area will be our storage area or lay down area. This is what we would consider our construction zone.
 - The tennis courts is where we will establish our subcontractor parking.
 - We will share the front entrance with students and staff
- Phase 2: December 2022-April 2023
 - Primarily will work within the building.
 - The front entrance will be turned over.
- Phase 3: April 2023-August 2023
 - Hardscape paving work around the building and in the back playground area. The goal is when students return in the fall, all exterior work will be completed.
- Phase 4: August 2023-October 2023
 - Finish final interior renovations.
- Project Completion: October 2023

Building Construction Phasing:

- Phase 1: June 2022-December 2022
 - New Main entrance
 - Central core
 - Classrooms in front right of the building
- Phase 2: December 2022-April 2023
 - 4 classrooms on the first floor
 - Mechanical and electrical rooms
 - 4 classrooms on the second
- Phase 3A: April 2023-August 2023
 - Stairs
 - Elevator
 - 4 classrooms on first floor
 - 1 classroom on second floor
- Phase 3B: Summer 2023
 - Cafeteria
 - Gymnasium

	<ul style="list-style-type: none"> ○ 4 classrooms on the first floor ○ 4 classrooms on second floor ➤ Phase 4: August 2023-October 2023 <ul style="list-style-type: none"> ○ 4 classrooms on first floor <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ None. 	
18.4	<p>Design Update: J. Oxsalida shares a schematic design update.</p> <p><u>Proposed Site Improvements:</u></p> <ul style="list-style-type: none"> ➤ Repair & Repave sidewalks for MAAB compliance ➤ New MAAB compliant pedestrian path ➤ New MAAB compliant playground surfacing ➤ Repair & Repave play area for MAAB compliance ➤ New MAAB compliant handicap parking & crosswalk <p><u>Exterior Renderings:</u></p> <ul style="list-style-type: none"> ➤ Aerial View <ul style="list-style-type: none"> ○ Relocated handicap spaces ○ Accessible path to the main entrance. ○ Mechanical equipment located in the core center of the building. ➤ Exterior Elevations <ul style="list-style-type: none"> ○ New main entrance ○ New building signage <p><u>Floor Plan:</u></p> <ul style="list-style-type: none"> ➤ Proposed First Floor Plan ➤ Proposed Second Floor Plan <p><u>Interior Renderings:</u></p> <ul style="list-style-type: none"> ➤ Proposed Main Corridor ➤ Proposed Media Center ➤ Proposed General Classroom <p>C. Dell Angelo shares the Schematic Design Project Summary.</p> <ul style="list-style-type: none"> ➤ Building Area – 59,025 SF ➤ Grade Configuration – PK-5 ➤ Students (Grades K-5) – 390 + PK ➤ Construction Cost - \$23,348,836 ➤ Total Project Cost - \$29,973,821 ➤ LEED Certification – Silver <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ None. 	Record
18.5	Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:	Record

	➤ None.	
18.6	Public Comments: ➤ None.	Record
18.7	Next Meetings: ➤ SBC 17 – October 21, 2021 @ 9:30AM	Record
18.8	Adjourn: 10:06 am A motion was made by J. Gonzalez and seconded by C. Lord to adjourn the meeting, Discussion: None.	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.