



## 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: 2/4/2021  
 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			
✓	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
11.1	<b>Call to Order:</b> 9:32 am meeting was called to order by SBC Chair B. Dunne with 11 of 15 voting members in attendance.	Record
11.2	<b>Previous Topics &amp; Approval of January 14, 2021 Meeting Minutes:</b> A motion to approve the 1/14/2021 meeting minutes as submitted made by J. Hafey and seconded by M. Massa. Discussion: None. Abstentions: K. Migliozi, R. Melville. All in favor: Motion passes, minutes approved.	Record
11.3	<p><b>PSR Update:</b></p> <p><u>Meetings &amp; Milestone Dates:</u></p> <ul style="list-style-type: none"> <li>➤ C. Dell Angelo shares since our last meeting, we have had the opportunity to meet with our facilities working group. It has been decided that the VRF system is the right solution for this project. Also, we were able to meet with the technology subcommittee to review infrastructure and equipment. We will continue to work with them to incorporate everything needed. We want to make sure everything is included before sharing the information. We met with the Executive Working Group on January 22. Next week, we have our second Community meeting and the post cards have been mailed to the neighbors.</li> <li>➤ D. DiNisco mentions we are still on track to meet the MSBA Preferred Schematic Report (PSR) submission on February 24<sup>th</sup></li> </ul> <p><u>Evaluation of Alternatives:</u></p> <ul style="list-style-type: none"> <li>➤ M. Burton comments this is an outline of our budget summary. We have reviewed these scopes with you previously.</li> </ul> <p><u>Proposed Site Improvements:</u></p> <ul style="list-style-type: none"> <li>➤ V. Low explains we are focusing on the R1 and R1+ option. Both options include site improvements that are focused on providing accessibility to the site, parking spaces, repairs to curb cuts, sidewalks, paving play area, etc.</li> <li>➤ The R1+ option is providing additional scope for site lighting to meet LEED requirements.</li> </ul> <p><u>HVAC System Evaluation:</u></p> <ul style="list-style-type: none"> <li>➤ V. Low shares we have landed on the VRF all electric system. This does not require bringing gas into the building. There is a low install cost and low operating cost. It will provide full AC and be very efficient.</li> <li>➤ Option R – this will only replace the uninvent to address code.</li> <li>➤ Option R-AC - requires significant work to supporting the roof top enhancements.</li> <li>➤ R-1 &amp; R-1+ - this option includes all repair scope and enhancements. We are requiring additional structural work in the center area.</li> <li>➤ There are benefits to each of the different options.</li> </ul>	

Swing space Options:

- J. Vadala shares potential alternative swing space options.
- Exploring Alternative Swing Space Options
  - Construction on an occupied site will require the relocation of up to 8 classrooms for a period of 2 years.
  - Modular classrooms are a non-reimbursable expense.
  - Finding alternative swing space within the district would allow funds to be reallocated to address educational program needs.
- Which Students will be Relocated?
  - There is a need for 8 classroom spaces to be unoccupied during construction.
  - This could be accomplished by reducing the enrollment by one third (33%) or 6 homerooms.
  - The reduction can be accomplished by relocating one classroom per grade or 2 full grade levels.
- Recommendation for grade levels impacted
  - To minimize the long-term impact, we recommend relocating 2 full grade levels
  - SY 2021-2022: Welch School serves preK-5
  - SY 2022-2023: PK-3 students only
    - current grades 2 and 3 relocated
  - SY 2023-2024: PK-4 students only
  - SY 2024-2025: Welch School returns to PK-5
- Options for Swing Space
  1. Rent Space in Centennial Park – This option has been eliminated.
  2. Relocate classrooms to Peabody High School
  3. Relocate classrooms to area elementary schools.
- J. Vadala explains, we will present this at the Community meeting. We will also schedule a meeting at the Welch School to answer questions and identify the students being impacted.

Discussion:

- J. Hochman asks has there been any consideration of moving into the Higgins? This would solve the proximity issue and age disparity. The enrollment may be decreasing at the Higgins in the next few years. J. Vadala responds can investigate that as well. The Higgins has a smaller footprint than the high school, but I will do more digging.
- B. Dunne asks has there been consideration if we are removing a grade from their home school, we would move the teacher with them as well? This will help keep the community together. Maybe there is an option for kids to integrate or stay with their classmates. We will have to speak with parents on their concerns. We are looking to maintain a number of teachers. We are not reducing staff at all. There are some concerns dispersing students throughout the district. We will face some big

	<p>concerns on that. J. Vadala responds can see that concern for the younger grades. We are looking to move upper grades. The students will move on from the Welch with a ceremony to have that closure. Then, they will move on to the Higgins.</p> <ul style="list-style-type: none"> <li>➤ D. DiNisco mentions it looks like we have options to not spend money on modulars. We are looking for a form of acceptance or agreement on which option makes the most sense.</li> <li>➤ E. Bettencourt comments we want to make sure we are not putting money towards modulars and that money is going back into the school. The 2% green initiative is very important to me as well. I am comfortable with moving forward. We have narrowed in on option R1 and R1+. We worked with our finance team and these options are doable. We are hoping to find a plan that works to avoid paying for modulars.</li> <li>➤ M. Burton comments in the last 3 options, we have removed modular classrooms. Finding swing space is important for this project. The intent is to save money and put that money into the job for educational benefit.</li> <li>➤ J. Hochman asks in the future, can you let us know the cost of solar on the roof since we are redoing the roof anyways? D. DiNisco responds because were not modifying the structure and we are not redoing the entire roof; the current structure of the roof will not fully support solar panels on it. The center bay is the single-story portion, and it is the only area we are redoing the structure for. The whole area will be taken up by HVAC equipment. The rest of the roof we did not anticipate touching since it is new. The roof would not be able to support solar panels structurally.</li> </ul>	
11.4	<p><b>CM Procurement Subcommittee:</b></p> <ul style="list-style-type: none"> <li>➤ C. Dell Angelo reminds the SBC we have submitted our application to the OIG’s office, and we are waiting for their approval. We are expecting this within the next week then, we can start the procurement process. We would like to form a subcommittee to work with the project team for the approval process. The subcommittee allows us to stay on schedule and provides approval for process. The subcommittee will also go through the steps with us and will provide a recommendation to the SBC.</li> <li>➤ M. Burton shares the goal is to select members today for the subcommittee. There are a few members we would recommend. D. Doucette has a background, and he is someone we would recommend. Along with, Mayor, J. Vadala, B. Dunne, etc.</li> <li>➤ B. Dunne explains the goal is to bring the CM on at the beginning of the project. Having a CM at this phase of the project will be hugely valuable. We will need a vote to authorize the subcommittee.</li> <li>➤ The subcommittee members will be - Mayor E. Bettencourt, B. Dunne, J. Haffey, J. Vadala, D. Doucette, A. Talerico, J. Scanlon and E. Colbert.</li> </ul>	Record

	<ul style="list-style-type: none"> <li>➤ C. Dell Angelo shares the MSBA does require us to show we received proper approval from the OIGs office. I will forward the approval to the MSBA to ensure were using the right documentation.</li> </ul> <p><u>Vote:</u></p> <ul style="list-style-type: none"> <li>➤ A motion was made by J. Hochman and seconded by R. Melville to authorize the Mayor to appoint to a CM Procurement Subcommittee for the selection of a CM. Discussion: None. Abstentions: None. All in favor, motion passes.</li> </ul>	
11.5	<p><b>Community Meeting Update:</b></p> <ul style="list-style-type: none"> <li>➤ C. Dell Angelo shares the next community meeting is on Monday at 6:00pm. Postcards have been sent to the local neighbors, M. Massa sent an email to all the parents and guardians, and C. Lord sent an email to the school district as well. A calendar invite has been sent to all SBC members as a reminder for the meeting.</li> <li>➤ C. Dell Angelo notes the presentation can be found in the SBC meeting folder prior to the meeting on Monday night.</li> </ul> <p><u>Discussion:</u></p> <ul style="list-style-type: none"> <li>➤ B. Dunne comments we are going for a huge attendance again. We had close to 400 views last time.</li> </ul>	
11.6	<p><b>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</b></p> <ul style="list-style-type: none"> <li>➤ B. Dunne introduces the newest members of the SBC, J. Dort and K. Wheeler.</li> <li>➤ C. Dell Angelo shares we did receive the PDP comments from the MSBA yesterday. We will work with the appropriate people to respond to their comments and we are meeting with J. Vadala to address those comments. We have 14 days to get back to the MSBA.</li> </ul>	Record
11.7	<p><b>Public Comments:</b></p> <ul style="list-style-type: none"> <li>➤ None.</li> </ul>	Record
11.8	<p><b>Next Meetings:</b></p> <ul style="list-style-type: none"> <li>➤ SBC 12 – February 18, 2021 @ 9:30</li> </ul>	Record
11.9	<p><b>Adjourn:</b> 10:42 am A motion was made by M. Massa and seconded by E. Colbert to adjourn the meeting, Discussion: None.</p>	Record

Sincerely,  
**DORE + WHITTIER**  
 Rachel Donner  
 Assistant Project Manager  
 Cc: Attendees, File

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