

**PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES**

Project: Clinton Middle School
 Subject: School Building Committee Meeting
 Location: 100 West Boylston Street, Clinton, MA 01510
 Distribution: Attendees, Project File

Project No: 202000640305
 Meeting Date: 02/07/2023
 Time: 6:30PM
 Prepared By: E. Grijalva

Present	Name	Affiliation	Prese	Name	Affiliation
x	Michael Ward*	Town Administrator -PBC Member		Mike Burton	DWMP
	Sean Kerrigan	Selectman	x	Trip Elmore	DWMP
x	Brendon Bailey	School Committee Chair		Steve Brown	DWMP
	Matthew Varakis	School Committee Vice-Chair	x	Elias Grijalva	DWMP
x	Steven Meyer*	Superintendent – PBC Member		Mike Cox	DWMP
	Brian Farragher	Director of Facilities		Rachel Rincon	DWMP
x	Chris McGown*	Chair of PBC, Head of DPW		Kathryn Crockett	LPAA
	Courtney Harter	CMS Principal	x	Peter Caruso	LPAA
x	Shane McCarthy	Teacher	x	Sean Brennan	LPAA
	Bill McGrail	Finance Committee Co-Chair	x	Christina Bazelmans	LPAA
	Chris Magliozzi*	Vice-Chair of PBC	x	Eric Moore	LPAA
x	Michael Moran*	PBC Member			
x	Brian Delory*	PBC Member			
	Timothy O'Toole	PBC Member			
	Phil Duffy	Director of Community & Econ.			
x	Kelly Turcotte	Special Education Parent Advisory			
	Laura Taylor	Parent-Teacher Association			
	Angelica Arroyo	English Learners Parent Advisor			
	Angela Snell	Spectator			

Item No.	Description	Action
8.1	<p>Call to Order: 6:35 PM meeting was called to order by PBC Chair C. McGown with 5 of 7 voting members in attendance.</p> <p>*Brian Delory arrived at 6:44 PM.</p>	Record
8.2	<p>Previous Topics & Approval of January 10th, 2023, Meeting Minutes: A motion to approve the 01/10/2023 meeting minutes as submitted made by S. Meyer and seconded by M. Moran.</p> <p>Discussion: None.</p> <p>Roll Call Vote: M. Ward (Y), S. Meyer (Y), M. Moran(Y), C. McGown (Y)</p> <p>All in favor, motion passes, January 10th, 2023, meetings are certified as approved.</p>	Record
8.3	<p>Invoices and commitments Submitted for Approval: C. McGown calls out for a motion to approve DWMP progress payment No. 006.</p> <p>Invoice 1: DWMP January Invoice No.006 in the amount of <u>\$15,000.00.</u></p> <p>A motion was made by M. Ward and seconded by S. Meyer for the approval of DWMP Invoice No. 006.</p> <p>Discussion: None</p> <p>Roll Call Vote: M. Ward (Y), S. Meyer (Y), M. Moran(Y), C. McGown (Y)</p> <p>All in favor, motion passes, to approve DWMP January invoice for payment.</p> <hr/> <p>Invoice 2: LPA A, January Invoice No. 001, in the amount of <u>\$31,250.00.</u></p> <p>A motion was made by M. Ward and seconded by S. Meyer for the approval of the LPAA, Invoice No. 001.</p> <p>Discussion: None</p> <p>Roll Call Vote: M. Ward (Y), S. Meyer (Y), M. Moran(Y), C. McGown (Y)</p> <p>All in favor, the motion passes, to approve the LPAA January invoice for payment.</p>	Record
8.4	<p>Focus Visioning Sessions Report</p> <p>E. Moore starts off by talking about a couple of important key dates coming up and states that other members of LPA A will provide a status report for the month of January.</p>	Record

March 07, 2023 – Options revealed and review with PBC.

March 15, 2023 - Public/Community Meeting – to showcase all the options with criteria.

March 21, 2023 –PBC vote on a selection of 3 options to move forward to the next phase.

March 28, 2023 – PDP Submission to MSBA

C. Bazelmans starts off the status report by discussing the all different types of feedback LPA|A has been gathering from visioning sessions & focus group meetings.

- January 30th, 2023- First Visioning Session: Community Visioning
 - Virtual meeting was offered in three languages: English, Spanish & Portuguese. We received a lot of feedback and gather some good data that we will compile and share once complete.
- February 03rd, 2023 – Second Visioning Session: Student Visioning
 - About thirty students representing the entire spectrum of students at the middle school 5th, 6th, 7th, and 8th grades and got fantastic feedback from them.
- February 03rd, 2023 – Third Visioning Session: Staff & Town Visioning
 - Staff Meeting and gathered their thoughts, vision and started pulling together some design patterns that really spoke to them.

In addition, the executive group has been meeting a lot with different focus groups, going from department to department to get an idea of the space memory template; the right number of spaces, where they need to be, and how they need to be related. The next step once we finish up the focus groups will be to dig into the space summary to figure out how big this building will be and what will best support your education plan. Lastly, we also have the community survey and have received a good number of respondents.

S.Brennan discusses the key points from the tour of three different schools the executive committee visited on January 26th, 2023.

I. Caleb Dustin Hunkin School, Haverhill, MA

- a. Upper/ Lower School Separation
- b. Color-reinforced wayfinding
- c. Catholic-Gymnatorium (3 spaces that open up to each other-biophilic design)
- d. Corridor view – transparency

II. Sherwood Middle School, Shrewsbury, MA

- a. Create neighborhood spaces.
- b. Cafeteria views looking outside- transparency, taking advantage of those views

III. Auburn Middle School, Auburn, MA

- a. Fantastic two-story lobby separating the public from the private.
- b. Warm welcome but secured.

	<p>S. Brennan wraps up the report and moves on to the next order of business, Existing Conditions.</p> <p>Discussion: None</p>	
8.5	<p>Existing Condition Update:</p> <p>S.Brennan updates the committee on what has been done on-site with all our consulting engineers. We have been reviewing and assessing the facility not only for its ability to support your educational needs but what we are seeing in the way of deferred maintenance or archaic construction technology in the ways of today’s standards. Once we start to see images of Clinton’s current condition, you’ll start to see kind of the contrast between your building and what education is like today.</p> <ul style="list-style-type: none"> I. <u>Front Entrance</u> (slide 16) <ul style="list-style-type: none"> a. CMU Wall - No exterior insulation = High Energy Usage. b. Main entry unclear – Disorientating for anyone not familiar with the site. c. Roof needs to be replaced – out of warranty. d. Exterior not welcoming – students agree. II. <u>Vestibule</u> (Slide 17) <ul style="list-style-type: none"> a. Lack of light. b. Poor visibility. c. Unsecure vestibule. d. Approach sequence is not secure. III. <u>Corridor</u> (Slide 18) <ul style="list-style-type: none"> a. No fire suppression b. No exterior views – disorientating c. Narrow lockers d. Disorienting circulation Pattern IV. <u>Stairway</u> (Slide 19) <ul style="list-style-type: none"> a. CMU Building – Code requires them to be seismic braced. CMS is not. b. Non-accessible handrails c. Disorienting circulation d. No fire suppression V. <u>Library</u> – (Slide 20) <ul style="list-style-type: none"> a. No exterior views – potential distraction <ul style="list-style-type: none"> i. Study and research have shown views of the exteriors an daylight improves their attentiveness, scores, and even emotional well-being. b. Antiquated furniture c. Antiquated technology VI. <u>Cafeteria</u> (slide 21) <ul style="list-style-type: none"> a. Non-Accessible Stage – lift is inoperable. b. Poor acoustics c. Antiquated A/V Tech d. Antiquated Food Service 	Record

VII. Typical Classroom – (slides 22&24)

- a. Stop Gap, building system.
- b. Limited views & daylight – currently 3 small windows
- c. Non-accessible entry doors – few throughout the building not ADA compliant
- d. No corridor access.
- e. Odd shape room
- f. Antiquated furniture

VIII. STEM (Slide 23)

- a. Poorly ventilated
- b. Limited views and daylight
- c. Antiquated bldg. system

IX. Bathrooms (Slide 25)

- a. Antiquated fixtures
- b. Poorly ventilated
- c. Lack of privacy screens between urinals
- d. Epoxy-coating ceramic tile

X. Mechanical Room -Boiler Room (Slide 26)

- a. Antiquated controls – electric/thermostat
- b. Boilers are 18 years past their useful life.
- c. Poor ventilation system – 48 years old – only useful for 20 2x past useful life
- d. Condenser Units on the roof – Outdated.
- e. Generator – no behind boiler no longer operable

S. Brennan references [slide 27](#) and review Clinton’s Middle School floor plan. He talks about the Massachusetts Building Authority Space summary template. When you insert the student enrollment, it calculates the number of classes, number of spaces, and the sizes that they're willing to participate in as a base. So, when you look at Clinton Middle School's first-floor plan, anything in red has a severe deficiency in the space that's currently allocated to it. And anything that's shown in gray is right within range. And anything that is in blue is currently more than any of the enrollment ranges that you're looking at. To give you a broader picture of what we're seeing, a lot of your classrooms are severely undersized in our opinion, particularly for the enrollments that you're trying to target and how many students you want in the classrooms. So, it was partly due to the odd shape of them in some of these just simply to do that, that that was the size classroom that they were building when this building was constructed. They look at the second floor as you can see there's almost not a single classroom that needs guidelines.

Ultimately, you’ll end up with a facility that’s almost the same size as your existing school but the spaces will be allocated in a much more efficient manner, with access to daylight and any other adjacencies they need to have with each other to meet your education delivery.

Discussion: None

8.6	<p>Schedule and “public all boards meeting” Update</p> <p>T. Elmore recaps a few important upcoming dates. On March 7th, we're going to have a remote meeting. LPA A is going to walk through the different options potentially that could solve this building issue. On March 15, we'll be inviting all boards and the public to demonstrate the same information presented on March 7th and allow people to cast sticker votes. That means that all the board members will get three stickers and anyone from the public that joins will have to fill out registration cards before being given three stickers to vote. We'll have potential option boards set up around the room, and individuals can go around and put their stickers, your three stickers on the ones you like most.</p> <p>On March 21st, that's when the three options will be officially selected. The PBC will vote on an option and then we'll have another vote to approve the submission of the three options chosen to the MSBA. On March 28th, we will submit the PDP with the (3) options chosen to the MSBA.</p> <p>Discussion: None</p>	Record
8.7	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting.</p> <p>Discussion: None.</p>	Record
8.8	<p>Public Comment:</p> <p>Discussion: None</p>	Record
8.9	<p>Next Meeting:</p> <ul style="list-style-type: none"> • March 07, 2023 – Remote CMS PBC Meeting No. 09 @ 6:30 PM • March 15, 2023 – All Boards & Public Option Presentation @6:00PM • March 21, 2023 – CMS PBC Meeting No. 10 @ 6:30 PM <p>Discussion: None</p>	Record
8.10	<p>Adjourn 7:32 pm A motion was made by S. Meyer and seconded by M. Moran to adjourn the meeting.</p> <p>Discussion: None.</p> <p>Roll Call Vote: M. Ward (Y), S. Meyer (Y), M. Moran(Y), C. McGown (Y), B. Delory (Y)</p> <p>All in favor, meeting adjourn.</p>	Record

Sincerely,
DORE + WHITTIER
 Elias Grijalva
 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.