

# Whitman Middle School Building Committee

## Meeting Minutes

Time: 4:30 PM

Place: Whitman Middle School

Date: Tuesday, May 23, 2023

**Members Present:** Fred Small, George Ferro, Jeff Szymaniak, Crystal Regan, Brandon Frost, Rich Pulkinen, Beth Stafford, Kathleen Ottina, Mary Beth Carter, Don Esson, ~ *Participated Remotely*

**Absent:** Robert Curran, John Stanbrook, John Galvin, Timothy Holly, Randy LaMattina, Christopher Scriven

**Building Team Present:** John Bates, OPM – (CPL), Troy Randall, Principal Architect – Ai3 Architects (Ai3), Julie Rahilly, Architect – (Ai3)

**Absent:**

### Call to Order:

At 4:35pm Fred Small, The Committee Chair opened the meeting by calling it to order.

### Pledge of Allegiance

#### **I. Meeting Minutes Approval:**

##### **a. April 25, 2023 Minutes**

Motion: Ms. Carter

Second: Ms. Stafford

Discussion:

Ms. Ottina noted there are some minor typographical errors in the minutes that should be corrected.

Vote: The motion to approve the minutes with the typographical errors corrected passed unanimously by a show of hands vote.

#### **II. OPM Report**

Mr. Bates informed the Committee that the rate of consultant invoicing is on track to have sufficient funds to support their effort through the recently approved referendum date of late October and early November.

Colliers is currently soliciting proposals for an owner's cost estimator. This consultant will do an independent review of the Schematic Design drawings and produce a construction cost estimate. Colliers has a short list of estimating consultants they work with on a regular basis and have reached out to them regarding this project. This consultant would be a direct reimbursable to the Colliers and will be within the District's Feasibility Budget.

The MSBA has recently approved a Draft version of Budget revision request #2 (BRR#2) to transfer \$10,390 from the OPM budget line into the Environmental & Site budget line to cover costs for designer sub consultants. At the next committee meeting, Colliers will present the final BRR#2 Draft to the Committee for their approval. All consultant fees to date are within the District's \$850,000 total budget.

#### **III. Public Relations Subcommittee Update**

Mr. Bates informed the Committee that Colliers, Ai3, Mr. Frost, and Mr. Galvin visited the existing middle school the previous week to take additional video footage for a series of project informational videos that are to be released on the project website and on social media.

The next steps in the video production would be the creation of scripts for narration and someone to perform the voice over narration.

The Committee discussed possible candidates for the voice over narrator. Possible options would be:

- Mr. Szymaniak as the school superintendent
- Mr. Pulkinen as a Town resident
- Text on screen in place of a voice over
- Text to voice technology

The Committee agreed that these videos are strictly informational and intended only to present facts about the existing building and the project. Furthermore, care should be taken to construct the videos as informational rather than as advertising.

The Committee discussed and agreed that having a Whitman resident as the spokesperson is preferred over a paid, district employee and non-resident such as the superintendent.

Mr. Pulkinen agreed to participate as a video voice over artist. Work on the video production should commence right away with the intent to start publishing them over the course of the next several months up to the referendum.

#### **IV. Designer Report**

Ms. Rahilly noted that there will be two important committee meetings in August ahead of the Schematic Design (SD) submission to MSBA on August 31st. Topics covered will be:

1. Review of the Schematic Design Cost Estimate
2. Approve submission of the SD package

As explained by Mr. Randall, the consultant team has very little ability to move the cost estimating date any earlier. Speeding the process any further would have detrimental impact to the completeness of the SD drawing package on which the estimates will be based.

##### **a. Introduction to Exterior Massing and Design**

Ms. Rahilly presented some early massing studies and explained how the designers are using the surrounding site context including tree lines to inform the massing and patterns on the exterior.

Exterior elements being considered include:

- Canopies
- Strong vertical lines
- Regulating horizontal lines
- Integration of glass on the building envelope (with energy and thermal gain/loss as a consideration)
- Solar shading devices (adds energy efficiency and are aesthetic enhancing)
- Different cladding material selections (textured stone, recyclable metal panel)

##### **b. Floor Plan Update**

Ms. Rahilly reviewed the most recent versions of the floor plans. Design priorities include:

- Maximizing program adjacencies

- Balance and symmetry on the wings of the building
- Vocational, media, art, and technology space arrangement

**V. Discussion and Vote to Approve Memorandum of Understanding for Path 1: Net Zero & Low EUI Buildings (K-12 Schools)**

Ms. Rahilly noted that the Committee has previously voted to move forward with Mass Save Incentive Path 1. The Memorandum of Understanding (MOU) commits National Grid to working with the Town of Whitman on this utility incentive program for the middle school project.

Mr. Small reminded the Committee of the following incentives associated with Mass Save Path 1:

- The program offers an incentive of \$2/SF, which would equal approximately \$277,000 at the end of construction as a rebate to the District.
- A Post Occupancy Evaluation done by a 3<sup>rd</sup> party consultant to measure the building's performance would result in an additional \$1.5/SF (approx. \$207,000 total) to the District.

Mr. Bates noted that the town would need to participate in a relatively small cost sharing for the energy modeling effort needed to assist in incentive calculations. Best estimates for this amount are roughly \$10,000 and it can be taken out of the final incentive at the project's completion.

Mr. Small entertained a motion to proceed with executing the Memorandum of Understanding for Path 1: Net Zero & Low EUI Buildings

Motion: Mr. Szymaniak

Second: Ms. Stafford

Vote: The motion to approve passed unanimously by show of hands vote.

**VI. Invoice and Bill Approvals**

Mr. Small entertained a motion to approve the invoices included with the meeting packet.

Motion: Ms. Carter

Second: Mr. Frost

Vote: The motion to approve passed unanimously by show of hands vote.

**VII. Next Meeting Date**

The Committee established the following meeting dates:

June 29<sup>th</sup>, 2023 at 4:30pm at Whitman Middle School

July 18<sup>th</sup>, 2023 at 4:30pm at Whitman-Hanson Regional High School

**Adjournment**

Mr. Small entertained a motion to adjourn.

Motion: Ms. Ottina

Second: Ms. Stafford

Vote: The motion to approve passed unanimously by show of hands vote at 5:18pm.