

PROJECT MINUTES

Project: W. Edward Balmer Elementary School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: High School Media Center
 Distribution: School Building Committee Members, Attendees (MF)

Project No.: 17020
 Meeting Date: 1/30/18
 Meeting No: 19
 Time: 6:30pm

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Joseph Strazzulla	Chairman, School Building Committee	Voting Member
✓	Melissa Walker	School Business Manager	Voting Member
	James Marzec	Representative of the Board of Selectmen	Voting Member
✓	Michael LeBrasseur	Chairman, School Committee	Voting Member
✓	Paul Bedigian	Representative of the Building, Planning, Construction Committee	Voting Member
	Steven Gogolinski	Representative of the Finance Committee	Voting Member
✓	Jeffrey Tubbs	Community Member with building design and/or construction experience	Voting Member
✓	Peter L'Hommedieu	Community Member with building design and/or construction experience	Voting Member
	Jeff Lundquist	Community Member with building design and/or construction experience	Voting Member
✓	Andrew Chagnon	Community Member with building design and/or construction experience	Voting Member
✓	Spencer Pollock	Parent Representative	Voting Member
✓	Adam Gaudette	Town Manager	Non-Voting Member
✓	Dr. Catherine Stickney	Superintendent of Schools	Non-Voting Member
	Steve Von Bargaen	Building Maintenance Local Official	Non-Voting Member
✓	Karlene Ross	Principal, W. Edward Balmer Elementary School	Non-Voting Member
✓	Jill Healy	Principal, Northbridge Elementary School	Non-Voting Member
	Kathleen Perry	Director of Pupil Personnel Services	Non-Voting Member
✓	Lee Dore	D & W, Architect	
✓	Thomas Hengelsberg	D & W, Architect	
✓	Joel Seeley	SMMA, OPM	

NORTHBRIDGE TOWN CLERK
DOREEN A. CEDRONE

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Item #	Action	Discussion
19.1	Record	Call to Order, 6:36 PM, meeting opened.
19.2	Record	J. Strazzulla announced the meeting will be video and audio recorded with live broadcast and future re-broadcast.
19.3	Record	A motion was made by A. Chagnon and seconded by P. Bedigian to approve the 1/16/18 School Building Committee meeting minutes. Motion passed unanimous by those attending.
19.4	J. Seeley	<p>J. Seeley distributed and reviewed the updated Meetings and Agendas Schedule for the Schematic Design Phase, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. J. Seeley to change the SBC meeting on 3/6/18 at 6:30pm to 2/28/18 at 6:30pm 2. J. Seeley to change the CM Prequalification Subcommittee meeting on 3/7/18 at 5:30pm to 3/6/18 at 6:30pm. 3. J. Seeley to change the Community Forum No. 6 location to Whitinsville Social Library. 4. J. Seeley to change the Community Forum No. 6 location to Northbridge Senior Center.
19.5	L. Dore	L. Dore will calculate the energy cost to operate the new facility as compared to the energy cost to operate the existing Balmer and NES in the Schematic Design Phase.
19.6	Committee	Committee members to develop a list of possible outcomes for the disposition of NES.
19.7	T. Hengelsberg	T. Hengelsberg to provide direction to the Committee if the structural engineer and D&W would consider prefabricated panel systems.
19.8	T. Hengelsberg	T. Hengelsberg to provide direction to the Committee if the Fire Alarm Audio message will be through the PA System or the FA speakers.
19.9	J. Seeley	T. Hengelsberg provided a copy of the Traffic Report to the Committee. The need for the access drive to N. Main Street was discussed. The Committee agreed to defer the discussion until the CM is brought on board. J. Seeley to add the topic to a future agenda.
19.10	Record	<p>T. Hengelsberg presented and reviewed the consolidated Imagery Scorecard for the Landscape and Building Context Images, attached. The Committee agrees with the scorecard findings.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> 1. C. Stickney asked that the building exterior aesthetic relate to mills and architecture of the valley.
19.11	J. Seeley	<p>J. Seeley provided an overview of the MSBA FAS meeting, held on 1/24/18, and the follow-up conference call with MSBA staff on 1/26/18.</p> <p>MSBA indicated the Community Resource Center room would not be eligible for reimbursement.</p> <p>The MSBA would like supplemental information on the Maker Spaces and the Extended Learning Spaces in order to determine eligibility for reimbursement. MSBA indicated that once the District provides the supplemental information, a meeting will be scheduled to</p>

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		<p>review MSBA's determination of eligibility. J. Seeley to schedule the meeting as soon as possible after submission of the District's supplemental information.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> J. Strazzulla asked if the Community Resource Center function can be accommodated in a shared room? <i>C. Stickney indicated yes. The functions served would be for the Bridges program, PTA, Senior Center partnering amongst others.</i> <p>A Motion was made by A. Chagnon and seconded by P. Bedigian to delete the Community Resource Center room from the project. No discussion, motion passed unanimous.</p>
19.12	Record	J. Seeley reviewed the MSBA Board of Directors meeting, scheduled for 2/14/18.
19.13	T. Hengelsberg M. Walker	<p>T. Hengelsberg presented updated Site Circulation and Traffic diagrams, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> A. Chagnon expressed concern with the traffic intersection on the loop road near the PreK parking lot, with conflicting entering and exiting vehicles. <i>T. Hengelsberg will review alternate designs with the Traffic Engineer.</i> A. Gaudette asked if the vehicle queue length for the PreK parking lot was sufficient so that the cars won't back up onto the loop road? <i>T. Hengelsberg indicated the assumption is the lot will be just for PreK use, but will review with the Traffic Engineer.</i> P. Bedigian asked if the bus queue length was sufficient so that cars won't be stopped from proceeding up onto the loop road by the busses backing up? <i>T. Hengelsberg indicated the queue can accommodate 7 full-size busses and 3 small busses. The requirement is for 14 full-size busses and 3 small busses, however the driveway will be 24 feet wide to allow cars to pass. T. Hengelsberg will review with the Traffic Engineer.</i> M. Walker will review the amount of students living outside the one mile transportation requirement to confirm the possible bus count requirement. K. Ross asked if the crosswalk placements across Crescent Street can be reviewed for walkers and bikers. <i>T. Hengelsberg will review with the Traffic Engineer.</i>
19.14	T. Hengelsberg	<p>T. Hengelsberg presented updated Floor Plans, attached.</p> <p>Committee Discussion:</p> <ol style="list-style-type: none"> J. Tubbs asked D&W to confirm a possible dead-end corridor at the entry to the academic wing. <i>T. Hengelsberg to confirm.</i> J. Tubbs asked if there was a wall along the corridor adjacent to the cafeteria to control the noise on each floor? <i>T. Hengelsberg indicated partially, the Acoustical Consultant to confirm the extent.</i> J. Strazzulla asked if the whole school can fit into the gymnasium?

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		<p><i>T. Hengelsberg to confirm with a seating layout.</i></p> <p>4. J. Strazzulla asked if the central 3-story stair is enclosed? <i>T. Hengelsberg indicated yes, but with as much transparency as the code allows.</i></p> <p>5. P. L'Hommedieu expressed concern with potential cost to construct and weatherproof the amount of building geometry changes shown. <i>T. Hengelsberg indicated D&W will continue to look to simplify the plans.</i></p> <p>The Committee indicated the floor plan layouts are acceptable.</p>
19.15	J. Strazzulla J. Seeley	<p>The PR subcommittee update:</p> <p>1. J. Strazzulla will review next steps in raising the Seniors Tax Abatement to the maximum level and develop a generic calendar for press release issuances.</p> <p>2. J. Seeley and J. Strazzulla to develop a press release on the MSBA Board meeting results.</p>
19.16	Record	Public Comments - none
19.17	Record	Old or New Business - None
19.18	Record	Next SBC Meeting: February 28, 2018 at 6:30 pm at the High School Media Center.
19.19	Record	<p>A Motion was made by M. LeBrasseur and seconded by J. Tubbs to adjourn the meeting.</p> <p>No discussion, motion passed unanimous.</p>

Attachments: Agenda, Meetings and Agendas Schedule for the Schematic Design Phase, Powerpoint

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes