**Carver Elementary School Building Committee Agenda**

**Tuesday July 7th, 2015**

**7:00 P.M.**

**CARVER TOWN HALL – SELECTMEN’S CHAMBERS**

**I.**            **Members Present:** Dan Ryan, Peter Gray, Andrew Soliwoda, Richard Ward, Sarah Stearns, John Cotter, Heather Sepulveda, Liz Sorrell,  Mike Milanoski, Dave Siedentopf, Jon Delli Priscoli.

**II.**          **Board of Selectmen Present:**  Sarah Hewins.

**III.**       **Members Absent:** Ruby Maestas.  James O’Brien

**IV.**         **Others Present:**  Scott Knief, Adam Holmes

**V.**           **PMA Present:** Chad Crittenden, Walter Hartley, Chris Carroll.

**VI.**         **HMFH Present:** Matt LaRue, Devin Canton.

**VII.**       **Chair Dick Ward** called the meeting to order at 7:00 pm.  He then led the Committee in the Pledge of Allegiance. 

**VIII.**    **06-15-15 Meeting Minutes**

Discussion.  Motion made by Dan Ryan to approve minutes.  Second by John Cotter.

Unanimous vote.

**IX.**         **Overview of Meeting Agenda** given by Richard Ward. Mr. Ward clarified the wording of the Meeting Notice/Agenda.

**X.**            **Review Preferred Schematic Report Supplement**

Chad gave an update on the PSR.  The submission, which was 40 pages, was submitted to MSBA on June 30, 2015 with the four bullet points described in further detail.  Plans are still being further developed at this point.  MPR and Learning Commons were clarified for MSBA.

Well Update:  Dave called the laboratory to get lab results.  All looked positive; the PH is a little bit low; little on acidic side.  99 % in clear as far as water quality goes.  JC Engineering will then submit WS13 application.   DEP will then review all recorded/submitted information.  No major concerns at this time.

**XI.**         **HMFH Design Update** Presented floor plans for C1 – Revised.  This is the most recent plan.  Almost unanimous feedback that this plan was the superior plan.  Matt went over the detailed plan.  Gym and cafeteria on front of school. Circulation area connects the three grade level learning commons areas together.  Preschool entrance area is separate.  Gathering space for one whole grade level to come together.  Platform is the stage area; associated with the Multi-Purpose room.  In cafeteria, layout of tables and chairs.  This shows seating for 288 students.  Operable partition is there as well.  Learning Commons include project areas.  There is one for each grade level; includes counters, sinks and display areas.  The second floor of the plan was then discussed.  On this floor, the book collection area is here to make the footprint of the building more efficient.  Project areas are located outside of each grade level wing.  Art classrooms are located on the second floor as well.  There are spaces that are open to the first floor.  Gray areas are the roofs of the one story volumes in the plan.  A slide of the site plan was then shown to the committee.  Classrooms have north and south solar orientation.  Front of building faces Main Street.  There is traffic loop that comes off of Main Street.  Cars to parking area; buses stay along outer loop for drop off.  There is an additional parking area for preschool parents as well.  There is a smaller lot for short term visitors; including handicapped.  Bigger lot is for staff parking.  Around the school, there is a fire loop which is accessible to emergency vehicles.  There are three playground areas.  There are two ball fields; priority is for softball use.  There is a regulation sized soccer field; which could be split into four smaller fields for younger children.

Heather asked about the design of Learning Commons.   storage, science kits, counter space, sinks.  The idea is that they are open so students can see what each grade level is working on.

Richard Ward spoke about the counters at the Christa McAuliffe School; they were lockers.  The hallways of classroom wings would contain lockers, Matt responded.

Dan Ryan asked if the fire lane would be paved.  Matt replied that it would be paved.   Dan asked if a playground would be on top of that.  Matt added that the paved space could be doubly used as hardtop play areas (four square).  Dan asked what would be there to stop anyone from driving back there?  Fire lane will be signed; prohibited parking.   Fire chief is not opposed to having a gate there.

Dan Ryan talked about option C1 floor plan.  Classrooms 3 and 2 not even with rest of building.  Concerned about future possible expansion.  Matt LaRue responded that they have looked at future expansion.  Dan asked if there would be much additional cost to line up the classroom wings.  There are six classrooms per grade.  Matt added that the shorter wing being the northern wing, it gets tight near the Chance Court property line.  They have narrowed down space for future expansion; in the middle of the three wings; this would allow for four extra classrooms and would be centralized.  Expansion could also be done near the preschool area.

Chad noted $1.75 million for that estimate for the additional classrooms.

Jon Delli Priscoli suggested just prepping the site for expansion; not pouring concrete.

Liz spoke about the Learning Commons.  Ruby and Liz really liked that an entire grade level could use the entire learning commons.  They liked the placement of small group rooms and special education spaces; they thought it was ideal.  They liked separation of gym of cafeteria.  They would like a separate entrance for the nurse’s area. K and PK classrooms will have bathrooms.  Ruby liked the administrative suite all combined.  They liked the idea of flexible areas; due to the fact that there is always one grade level every few years that is larger.  They would like a small book collection area on the first floor.

Andrew Soliwoda.  Is it possible to see room dimensions on the plan?  30’ x 30’ is classroom area.  He likes the flow of this design. He asked about the outdoor classroom?  Lessons could be held outdoors.  Liz explained this.  Makepeace has offered to build us an outdoor classroom; we would need to apply for the grant.  The idea is for children to be able to explore their natural surroundings; nature journaling, etc.  Gathering space outside, simple.  This would be done after the building is complete.

                  K classroom 1200 square feet, regular room 900 square feet, project area 550 square feet.

John Cotter asked about the 3600 square feet difference for space guidelines.  Matt replied that MSBA’s space summary does not include preschool.   It is not included but they will reimburse it.

We are at total square footage that MSBA will allow.  All will be reimbursed as of right now.  PMA and HMFH feel that MSBA will reimburse this building in its entirety.

Sarah asked about parking lot.  Is that the same number of spots that we have now?  160, based upon number of staff.  In total, about 198 spots, this should be sufficient.  Dave added that now we have 115 lined spots.

Richard Ward noted that fields could be turned to make the most use of the space.  This would allow for another small field.  HMFH will look into this.  Heather asked if we really need an officially sized soccer field?  Mike Milanoski replied that they are looking at using CPC funds to build these fields.  Sarah asked if this is where outside PE class would be held.  Yes.

Liz feels this would be adequate parking.  She feels parking issues could be solved by scheduling events more carefully.

Jon Delli Priscoli asked if grass can be planted over well?  No, but that area could be used for other things; i.e., nature trails, kite flying. 

**XII.**                       **PMA Schedule Update**

Matt LaRue spoke about what remains to be done during this phase:  Floor plan development, site design, mechanical systems, electrical/IT systems, interior materials/major components. Exterior massing/materials/fenestration (windows); green/high performance objectives.

Jon Delli Priscoli spoke about a VAV system.  It is costly; but gives complete control and less costly to operate.

Mike Milanoski asked about last five bullets.  What are you thinking about for these?

Matt replied:  mechanical system – displacement ventilation system is their recommendation; electrical – all LED lighting; materials-metal lockers, flooring will need to be discussed more; exterior- no recommendations at this time; green objectives – they will be looking at all.

Jon Delli Priscoli asked if all plumbing fixtures will be touch-less?  Yes.

Jon Delli Priscoli suggests structural steel frame with steel studs.  Masonry curtain wall.  With traditional studs, the building could be modified in future.  Stay away from plywood panels with foam.

He added that a VAV system has few moving parts.  Adjustability of each classroom could be done.

Mike Milanoski asked when do we need to have engineers come in and talk about these systems?    
HMFH replied that the next meeting will include mechanical.

MSBA Key Dates

9/17/15 schematic estimates/budget due to MSBA

10/1/15 schematic design submittal to MSBA

11/18/15 MSBA Board approval of schematic design

12/2/15 Carver Town Meeting/Vote on project funding.

Updated detailed schedule was shown to the committee.

Jon Delli Priscoli asked about the status of the easement for well perimeter?  Mike Milanoski feels this should be done by September.  He feels it will be a responsible and fair solution.

NEXT STEPS

Community Outreach.  Chance Court residents will give us some dates after they have reviewed the plans.

Town departments meeting held 7/7/15.  Second meeting to be scheduled.

Utility analysis.  (not scheduled as of yet)

DEP Well approval.

Geotechnical/geo environmental investigation will be scheduled soon.

Cost updates as design evolves.

Mike Milanoski discussed cost estimates being submitted in September.  When will preliminary estimates be ready?  Would like by the end of August.  The estimates need to be reviewed by this committee prior to submittal to MSBA.  Chad feels it is certainly doable.

Next Meeting:  7/20/15 at 7 pm at Carver Town Hall.

8/3/15 at 7 pm at Carver Town Hall

8/17/15 at 7 pm at Carver Town Hall

8/31/15 at 7 pm at Carver Town Hall

9/8/15 at 7 pm at Carver Town Hall

Richard Ward spoke about outreach at mobile home parks (South Meadow Village and Cranberry Village).   He will sit with them at a Board of Directors meeting.  No details would be given.  Could we do a presentation to them?  Heather feels reps from PMA and HMFH should come to these meetings as well to give presentation so that it will be the same for all.

Mr. Ward will find out possible dates.    
PMA and HMFH will accommodate for this with the most up to date information.

Any other outreach?  Liz feels we should go through PTO’s and give presentation about the building project.  Community events in Town.  Old Home Day, we could have a table with some information available.  Farmers Markets in September.  Heather asked if plans could be posted at school.  Liz replied yes, they could be posted in Town Hall and the Library with schedule of upcoming meetings.  Once there is a ballot question we cannot have meetings in the school.

Heather, Richard and Liz will work on a plan on outreach.  Chad and Michael will join them as well.   Date will be set and all will be notified.

Office of Political Finance cannot attend a meeting until September.

**XIII.**        **Public Comment Period**

None.  

Dan Ryan made a motion to adjourn meeting at 8:58 pm.  Second by John Cotter.

Unanimous.

Respectfully submitted,

Kelly Yenulevich

Recording Secretary

Carver School Building Committee