Carver School Building Committee

Wednesday, 4/6/16 – 7:00 pm

CARVER TOWN HALL – SELECTMEN’S CHAMBERS

Minutes of Meeting – Approved 4/25/16.

Members Present: Scott Knief, Dan Ryan, Peter Gray, Richard Ward, Dave Siedentopf, Heather Sepulveda, John Cotter, Ruby Maestas, Andrew Soliwoda, Sarah Stearns.

Members Absent: Michael Milanoski, John Delli Priscoli, James O’Brien.

PMA Present: Walter Hartley.

HMFH Present: Matt LaRue, Devin Canton, Diana Jaffrey.

Others Present: Andy Cardarelli (arrived at 8:10 pm).

1. Chair Dick Ward called the meeting to order at 7:00 pm. He then led the committee in the Pledge of Allegiance.
2. 3-21-16 Meeting Minutes. Motion made by Dan Ryan to approve minutes. Second by John Cotter. Scott Knief’s name was listed twice. **Amended minutes approved by 6 members; John Cotter and Heather Sepulveda abstained.** Mr. Ward gave an overview of the meeting agenda for this evening.
3. Project Updates.
   1. MSBA DD Review Update by Matt LaRue. He introduced Diana Jaffrey from HMFM, who is here to observe. The DD review was received by HMFM yesterday. This included MSBA’s design comments. HMFH will then review it and develop responses. Responses will then be submitted to MSBA. Comments received were pretty standard; nothing problematic. Matt spoke about the last two days of meetings with groups of teachers and furniture consultant. First-hand information was shared with HMFH. The initial proposal will be developed by the furniture consultant. This is a long process and will be done once construction has begun. They feel getting the information now helps keeps the number of changes down. He added that this was a very productive process. The Ed Plan guides furniture decisions. John Cotter asked what percentage of old school furniture we would be using. Matt replied that they would like to buy all new; except for some expensive items that have been purchased recently. They feel we should open a new building with new furniture. Dave added that there isn’t much furniture worth bringing into the new school. Ruby spoke briefly about the meetings with the teachers. A design layout was shown to staff. Matt and Andrea (furniture consultant) did walk-throughs of the buildings to see if there was anything that could move into the new building. This process was a great opportunity for the teachers. Ruby passed around the design layout that was shown to staff during these meetings over the past two days. Dan asked if the furniture would all be the same furniture. Matt replied that for classrooms, they try to make it as uniform as possible. Grade level uniformity. Unique needs come in with regards to furniture in special education, specialist areas, speech, etc. Ruby added the need for flexible furniture so that it allows for small group instruction and break apart when needed. Teachers are working on these decisions and will let HMFH know. Andrew asked about the old furniture; what happens to it? Scott Knief noted that it could be repurposed. We will be exploring all kinds of avenues.
   2. Design Presentation by HMFH
      1. Interior Spaces slides were shown to the committee. Development of Learning Commons, cafeteria and gymnasium were focused on. Learning commons is two floors. Many learning and work spaces throughout this area. There are 3 project areas (open work areas). There is a teacher work room (one on each floor), which contains copy machines, laminators, work space, tables. The gathering area can hold an entire grade level. There are toilet rooms for students. On the second floor, there is another gathering area and a book collection area. There are openings in the floor with guard rails. There is a media room where specialized AV instruction will take place. Heather asked how big the open areas are. Matt replied they are 12’ x 12’. Matt added that it is open with a guard rail. Matt showed a slide of the building sections and briefly described each. Ruby asked about the seating in gathering area. Ruby asked if there was glass looking over the gym. Yes. The gathering area was discussed in detail. There is seating for 150 students in the gathering area (more for younger students). There will be a projection screen that pulls down. Projector will need to be mounted. In the project area, there are specialized shape tables with stools. Other items in this area are fixed. There is a reading area as well. Dan asked if windows will need shading. Yes, they will. Mr. Ward spoke about the Christa McAuliffe School and the gathering areas they had. Ruby added that is where this idea came from. Ruby feels this area is another great way of instruction to the students. Sarah loves the idea. She asked what the material would be for the seating. Matt replied that it would be wood and carpet for the seating, which will help with acoustics as well. A blown up slide was then shown of the first floor project area. Ruby noted the importance of having literature readily available for students; self-scanners will be discussed further. Matt talked about the ceiling in this area; it is an open grid ceiling. This will give a sense of a larger space. Heather asked again about the open areas. Is the wall 42” then a guard rail? Matt replied no. Heather feels this is unsafe; she is worried. Ruby replied that they are code standard; it is a solid guard rail. Matt replied that this is like any staircase. 42” is the height. A discussion took place regarding this as a possible safety concern. Matt will bring in some pictures of these areas from other schools. Ruby would like to see the pictures as well. A slide of the second floor gathering area and project area was then shown and discussed. Andrew asked if every classroom will have a sink. Yes. John asked if the interactive projector takes the place of a smartboard. Yes. Ruby noted that there will be water filling stations throughout the building. These stations will have bottle fill up as well as filters. Cafeteria slide was shown next. Tables are rectangular with benches. They turn into benches for other uses. The operable partition divides the cafeteria from the MPR. Sarah asked if this room would be used for school wide assemblies and school performances. Yes. The total seating would be about 450. Ruby spoke about the EKW gym and how we can fit the entire student body in there. This area would not be large enough for the entire school. Matt added that the gym could fit 800 students seated on the floor. Matt pointed out the kitchen area with two service lines. A slide of the gymnasium was shown. Fold down benches will hold up to 150 adults. There are 6 backboards. The after-hours entrance area was shown. Ruby asked about the water usage with regards to toilets and hand washing. Matt replied that all fixtures are low flow; toilets are automatic flushing; faucets have automatic shut off. 30% water usage will be saved. How are hands dried? Paper will be used. Andrew asked about the bump outs in the gym; Matt replied that these are used for air flow into the gym. Richard asked if there was a separation curtain so that two physical education classes could be held at the same time. Yes. A roll down projection screen will be located in here as well. Any questions on the design? None at this time.
   3. Project Updates for Town Meeting (on 4/11). Walter sent out a pamphlet to the committee. Boards and the model will be brought to Town Meeting on Monday, 4/11/16. Richard asked if there would be a status presentation at Town Meeting. Scott said it is not on the agenda. John suggested having a time line. Sarah noted past project milestones should be included. A board will be set up with timeline.
   4. Matt spoke about approvals coming up. Submission to Conservation Commission will happen this week. There will be a hearing. There will also be a Site Plan Review. Planning Board will meet for approval. HMFH is working on plans and specs to go to cost estimator next week.
4. Schedule
   1. Next Steps. PMA and HMFH will be working on responding to the MSBA package. Due three weeks from yesterday.
   2. Next Meeting: Monday, 4/25/16 at 7 pm.
5. Public Comment Period. None.
6. New Business. Andrew asked if something could be presented to the students to show them the new school. Matt spoke about a recent presentation he made to a group of 4th graders. Ruby added that photos of the new school have been shared at recent assemblies. Matt suggested putting model and boards in the school. Ruby feels this is a great idea.
7. **Motion made by Dan Ryan to adjourn the meeting at 8:35 pm. Second by Scott Knief. Unanimous.**

Respectfully submitted,

Kelly Yenulevich

Recording Secretary

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