

**Design Subcommittee  
Concord Middle School Building Committee  
Meeting Minutes - January 15, 2021  
Approved: February 4, 2021  
Virtual Meeting conducted via Zoom**

**PRESENT:** Court Booth, Dawn Guarriello, Russ Hughes, Laurie Hunter, Charlie Parker, Chris Popov, Matthew Root.

**PRESENT FROM HILL INTERNATIONAL:** Peter Martini and Ian Hill

**PRESENT FROM SMMA:** Kristen Olsen.

Court Booth called the online meeting to order at 7:30 AM. He noted that the meeting was recorded. The minutes of Nov. 19 and Dec. 9, 2020 were approved.

Russ Hughes was welcomed to the Subcommittee (DSC). The SBC will vote his appointment to the DSC. The original charge for the DSC was reviewed, with a similar description provided by SMMA. No changes were made in the original charge of August, 2019.

The DSC calendar was discussed. Subcommittee meetings are schedule for Jan. 22, Feb. 4, Feb. 25, March 16, March 30 and April 8. At the February 25 meeting the DSC will vote recommendations that will be considered at the March 4 School Building Committee (SBC).

Kristen Olsen reported that SMMA will be meeting with various stakeholders in the near future to review or add new input that will inform revisions in the space summary that is forthcoming. Some of this information will be available for the DSC meeting on Jan. 22, the balance before the meeting on Feb. 4. The space summary will be accompanied by rationale and explanation.

DSC member questions related to the earlier feasibility work are being reviewed by SMMA. All additional questions for this phase, leading up to the updating of the space summary, should be sent to Kristen Olsen, cc Laurie Hunter, by early next week. All the questions will link to feasibility and space design; some may also inform the work on the Education Plan.

It was noted that the Community Forum planned for 7 pm on Jan. 25 may be a suitable time for some and difficult for others, with various times necessary for future outreach and forums.

The gym and auditorium proposed plan and alternatives of March 26, 2020 is the current “starting place” for any revisions that the DSC will be receiving and examining.

DSC members were asked to share ideas about their most pressing questions for this stage.

Information about the necessary performance and physical education space is needed in order to evaluate future space summary proposals.

Discussion followed that suggest member thinking about how to consider the next space summary exercise.

- Specifics about uses are required, such as how many band or chorus or drama events are typically scheduled, and event requirements. A spreadsheet furnished by the educators outlining these activities will be important for the DSC. Acoustic requirements for the

performing space/s should be known. Auditoriums in all the others schools accommodate about half of their student populations. Is the Recreation Dept. involved in gym discussions for space that might exceed school needs?

- What kinds of compromises about space have other middle schools made, and how might they inform our deliberations? For an MSBA project, space not approved is funded in full by the district.
- Utilization of planned spaces needs to be explored further. SMMA has been working on this and DSC will see this work soon.
- Our experience with the CCHS auditorium and its stage can inform this project, especially around stage setup and breakdown and safety.
- Educational uses and scheduling for spaces such as maker space, library, and other spaces that are not traditional classrooms need to be understood more fully.
- Input or influence from the community should not be concentrated on a few selected interest groups to the exclusion of the general community.
- Will the SBC discuss and agree upon any benchmarks for utilization of space in the new facility?
- Class size data shows some inconsistency across different sources that will require attention.
- Parking and its relationship to possible gym and auditorium use must be calculated, as are other dependencies.

Public comments.

Cooperative agreements, such as those at CCHS, may be models for how the new facility could provide benefits to the community beyond the educational requirements. The plan for the community forums – format, etc. – will need to be presented. A satellite television studio as an extension of Minuteman Media Network (Town of Concord) would be a useful addition, perhaps connected to the media center.

The next meeting is on January 22 at 7:30 AM.

The meeting was adjourned at 8:50 AM (motion by Guarriello, Popov) by roll call vote.

**Meeting video available at:** [https://concordps.zoom.us/rec/play/7N-6IxITk2D19qy6hVDtYTGhdeAwPK9gtoIHofqXCEGLVyU3Ig4N64T-bzTDoBYpqoLySnN1R4cEwtYY.7ShY5A5lw5rZuY2j?startTime=1610713849000&\\_x\\_zm\\_rtaid=Jyi7yRIYRR621ouxBJ92ZA.1611195212166.346cb7e4c2987eeca97579c0511cdac&\\_x\\_zm\\_rhtaid=741](https://concordps.zoom.us/rec/play/7N-6IxITk2D19qy6hVDtYTGhdeAwPK9gtoIHofqXCEGLVyU3Ig4N64T-bzTDoBYpqoLySnN1R4cEwtYY.7ShY5A5lw5rZuY2j?startTime=1610713849000&_x_zm_rtaid=Jyi7yRIYRR621ouxBJ92ZA.1611195212166.346cb7e4c2987eeca97579c0511cdac&_x_zm_rhtaid=741)