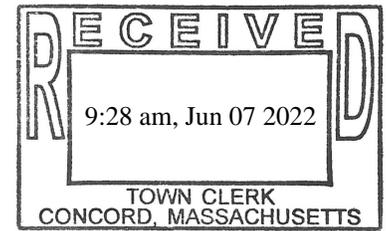


**Concord Middle School Building Committee
Meeting Minutes
April 28th, 2022**



Name	Present	Name	Present	Name	Present
CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:					
Alexa Anderson*	P	Jon Harris	P	Chris Popov*	P
Court Booth*	P	Russ Hughes	P	Charlie Parker*	P
Heather Bout*	P	Laurie Hunter*	P	Matt Root*	P
Frank Cannon*	P	Matt Johnson*	NP	Jared Stanton	NP
Justin Cameron	P	Amanda Kohn	P	Steven Stasheski*	P
Peter Fischelis*	NP	Kerry Lafleur	P	Gail Dowd	P
Dawn Guarriello*	P	Pat Nelson*	P		
Hill International					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
SMMA / Ewing Cole					
Lorraine Finnegan	P	Matt Rice	NP	Keith Fallon	P
Will Smarzewski	P	Phil Poinelli	NP	Nicole Bronola	NP
Chase Gibson	P	Michael Dowhan	P		

P=Present, NP= Not Present

*=Voting Member

Call to Order

Co-Chair Pat Nelson called the meeting to order at 7:37 A.M. via Zoom Virtual Conference call. A recording of the meeting will be made available at the Concord Public School's project page and Town of Concord's website.

A link to the recording is also below:

[Concord Middle School Building Committee Meeting - Zoom](#)

Approval of Minutes

There were no recommended edits on the February 17th Concord Middle School Building Committee meeting minutes. There were no recommended edits from the March 17th Concord Middle School Building Committee meeting minutes. Frank Cannon motioned to accept both meeting minutes as presented. Heather Bout seconded the motion. The motion carried unanimously.

Correspondence & Communications

Heather Bout reported the School Building Committee had no correspondence since the last meeting, but that public updates would begin being submitted as more information came to the Committee.

Pat Nelson and Laurie Hunter discussed providing a quarterly update to the School Board and Select Board and mentioned involving Hill International, combining aspects of the Meeting Minutes and Monthly Reports to format a quarterly report for those respective groups.

OPM Updates

Susan McCann informed the Committee that 6 proposals for Commissioning Agent services had been received on April 22nd and were being reviewed by Hill and members of the Commissioning Agent selection panel. She then presented a chart outlining the schedule overview of the Commissioning Agent selection process.

Matt Root requested the list of the 6 bidders for Commissioning services. Hill International responded that they would provide this list in writing after the meeting.

Pat Nelson reiterated Matt Root's request for the list of Commissioning Agent firms whose proposals are under review. Lorraine Finnegan responded by reading off the names of the 6 firms whose proposals had been received: AKF, CES, Colliers, Harris/Blink Energy, Horizon, and RW Sullivan.

Ian Parks presented the current project Cashflow and the Cashflow projection through the end of the project.

Design Development progress (MEP)

Chase Gibson reported on design advances relating to the Air Handling Units. The Cafeteria, Auditorium, and Gym will have DX which is a refrigerant based system for heating and cooling and uses mixed air. They will be on emergency power systems, not as a component of life safety, but to protect against freezing of the sprinkler heads in those areas.

All other areas will have energy recovery units which provide 100% outside air. There are two technology options with regards to Energy Recovery Units; Superblock which has 90% energy recovery with no defrost cycle, and Wheel which has 75% energy recovery but has a defrost cycle.

Anthony Jimenez reported that the school would require an emergency generator for emergency systems. The emergency generator will also include code-optional standby systems for the generator which includes HVAC (electrical heating systems required by freeze protection), tel/data, septic system, elevator, kitchen refrigerator, nurse/admin/custodial receptacles.

Anthony Jimenez presented the lighting design and control system. The system will be fully integrated with 3rd party systems (fire alarm, AV, Demand Response).

Luis Moreno presented the plumbing and fire protection systems design. A domestic water booster pump will be required as confirmed by the Hydrant Flow Test. A fire service pump will also be required. The lavatory faucets will be electronically operated with a regenerating battery while the sink faucets will be manually operated.

Design Development progress (Floor Plan)

Keith Fallon presented the floor plan refinement. SMMA is working within the balance of the footprint of the floor plan to refine needs of the administrators and school staff.

Refinements were made to the Special Education classrooms to ensure they were uniquely outfitted for their individual classroom requirements.

SMMA implemented design elements to the corridors inspired by “streams” which resulted in various spaces along the main corridor of the building and interior design features intended to make the spaces more natural and fluid. This theme was furthered by the development of eddie spaces and screened spaces, focusing on providing students with more personal spaces to couple with the various open spaces in the building.

Wood screening will be present in various areas along with wood bench seating in eddie spaces along the corridor as an interior design enhancement feature. The media center will be on display through a transparent design. The media center will feature full height shelves on both sides along with lower shelves on castors to provide transparent view through the space.

Design Development (Site and Landscape)

Michael Dowhan informed the committee that SMMA had worked in programming meetings on 5 specific areas related to Site and Landscape: Vehicular Circulation, Bus Drop Off/Pick Up, Loading Dock Area, Athletic Fields, and Outdoor Learning.

Advances made to the vehicular circulation plan through feedback at programming meetings included reducing the width of the concrete where buses stack by 25-30ft by adjusting the orientation of how the buses stacked be parallel rather than perpendicular to the pedestrian walking space.

Resulting from of this design update was increasing the car pick up queue from 10 cars to 11 cars and increasing the parking space count to 150 cars from 134 parking spaces in previous iterations of the parking lot design.

General Update (DD Kick-Off Tasks)

Lorraine Finnegan reported that SMMA had received and was reviewing the traffic study report. She further informed the committee that the traffic engineer had confirmed the circulation patterns would require no additional mitigation.

SMMA received and was reviewing the Geotechnical draft report. Lorraine Finnegan reported the existing soils can be reused if managed appropriately on site. SMMA is still developing a plan to stockpile the soils on site. The Geo-environmental study is on hold for confirmation of export quantities.

Lorraine Finnegan reported one of the potential stockpile locations cannot be accessed through the Water Department’s roadway to the lower field area. Members of the committee and SMMA discussed the impact and possible solutions to overcome this obstacle. Lorraine Finnegan clarified that there is a radius around the Water Department’s well that overlaps the roadway. One of the possible solutions is to make a roadway around the radius to reach the potential stockpile location, however SMMA is exploring all options to avoid cutting down trees to create the roadway.

Ian Parks reported that Hill had engaged a local construction company to assist Hill in validating a detailed construction schedule with consideration for project specifics and current material lead times for

construction materials. Discussion between Hill and committee members ensued relating to this process. Peter Martini stated that there is no conflict of interest in engaging a local contractor, but Hill will follow-up with the Massachusetts Attorney General's office for further support.

Public Comment

Town resident Karlen Reed asked Lorraine Finnegan about the potential off-site export locations and the volume of material that would need to be exported. Lorraine Finnegan responded that she would provide the possible locations and the quantity would depend on the quantity that could be stored onsite.

Adjournment

Pat Nelson called for the meeting to end at 8:51am. Dawn Guarriello motioned to adjourn; Steven Stasheski seconded the motion. Motion to adjourn carried unanimously.

APPROVED