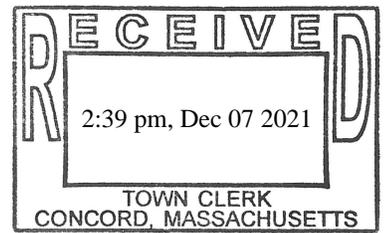


**Concord Middle School Building Committee**  
**Meeting Minutes**  
**September 16, 2021**



**PRESENT:** Dawn Guarriello, Laurie Hunter, Pat Nelson, Matt Root, Charles Parker, Frank Cannon, Jared Stanton, Chris Popov, Jon Harris, Matt Johnson, Russ Hughes, Justin Cameron, Heather Bout, Court Booth, Peter Fischelis, Stephen Crane, Alexa Anderson

**PRESENT FROM HILL INTERNATIONAL:** Ian Parks, Peter Martini

**PRESENT FROM SMMA/EWING COLE:** Kristen Olsen, Martine Dion, Andy Oldeman

**MEETING ORGANIZER:** Dawn Guarriello

**Call to Order**

Dawn Guarriello called the meeting to order at 7:30 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.

**Approval of Minutes**

Matt Johnson made a motion to approve the September 2, 2021 meeting minutes as amended with the revision to add his comments that the removable partition in the auditorium might accommodate the Alternate PE and other uses. Seconded by Stephen Crane. No further discussion. Motion carried unanimously.

**Correspondence**

Heather Bout reported to the committee that there was three email correspondences, two from the public about the design and one about the gym size discussion. Ms. Bout noted Monday evening the Select Board is having a meeting to discuss funding options for the Concord Middle School project and to help promote the meeting with the public.

**Business**

Co-chair Dawn Guarriello discussed with the committee the Town Meeting and Ballot timing, noting previously a potential December date, but there was concern with it happening around the holidays. Stephen Crane added that he did meet with the Clerk to discuss possible dates for Town meetings and elections with the holidays, school, and mask advisories in mind when determining dates. The Town Moderator, Carmin Reiss, mentioned that Concord has a typical calendar that involves having a pre-town meeting hearing and a public hearing on the warrant article. It is up to the Select Board to figure out when to schedule and open/close the warrant and when to schedule the pre-meeting hearing. Ms. Reiss added the proposed schedule does work for her.

Ian Parks, Hill International Inc., reported to the committee the current proposed timeline for the Special Town Election. Mr. Parks noted the project is currently in Schematic Design (SD) Phase and estimating for SD will happen in October/November 2021. The Town process for Special Town Election will happen from November 17, 2021 to February 2, 2022 with the Special Town Meeting to occur on January 20, 2022

and Special Town Election to take place on February 2, 2022 as tentative dates. Ms. Guarriello added the schedule incorporates time for the committee to share information and get word out to the community to allow for questions about the process and project.

Ms. Guarriello noted that her understanding is that the Select Board would need to make an official vote on the Special Town Meeting date. Mr. Johnson added the vote can take place anytime, not necessarily at the next Select Board meeting. The committee supported making a recommendation to the Select Board to have the Special Town Meeting on January 20, 2022 and the Special Town Vote on February 2, 2022 to allow for feedback and planning for the next steps.

### **Schematic Design (SD)**

Court Booth, Chair of the Design Subcommittee, reported to the committee that the subcommittee met on September 10, 2021 and September 14, 2021. On September 10, 2021 the subcommittee discussed consolidation of the bridge and entryway concept and possible impacts to cost, energy and traffic flow. Mr. Booth reported that SMMA defended the need to maintain the connection bridge between the public and academic wings for circulation purposes. The subcommittee also looked at an alternative location for the World Language classrooms to move to the academic side of the building, which in SMMA's opinion there was no case to be made for this change either. Square footage and location for both the bridge and World Language classrooms need to be maintained as proposed.

The Design Sub-committee also discussed locations of exposed or acoustical ceiling tiles versus exposed ceilings and came to the general consensus that classrooms would have closed ceilings while larger areas like gymnasiums, hallways, and the cafeteria might have exposed ceilings. The subcommittee looked at early concepts and photos around the team commons but the discussions are ongoing. The subcommittee reported that burnished concrete was removed from materials palette due to cost and maintainance considerations, and that the subcommittee would be looking at rubber and linoleum for primary flooring materials, with porcelain tiles in the bathroom, and carpet in select locations. The subcommittee also presented support for a textured brick exterior with color discussion ongoing. Mr. Booth noted the subcommittee needs to continue to review SMMA's scoring rubric for various materials including interior wall, ceiling, and floor finishes for further refinement. The subcommittee generally agreed with SMMA's material recommendations.

Mr. Booth added the School Committee discussed the Middle School project on September 14, 2021 regarding alternate revenue and duplicate costs for operating two buildings.

Kristen Olsen, SMMA, presented the questions that were reviewed with the Design Subcommittee. SMMA reviewed with the subcommittee spatial layout and displacement of space like the indents in the building layout and the bridge/entryway, defending both areas to be maintained. Ms. Olsen noted removing the entryway bridge would only be a reallocation of space as it is a critical circulation area for the building. Ms. Olsen reviewed the subcommittee question related to relocating the World Language classrooms which would require distribution on several floors, and would be contrary to the school's need to have the classrooms colocated. SMMA also reviewed the option of relocating the gym closer to the fields and the negative impact it would have on parking and site circulation. Maintaining the proposed location of the gym and auditorium optimizes building footprint and responsiveness to both the educational and community

goals. Mr. Booth added that there was a cantilever/overhang at the entrance of the facility that the subcommittee is looking to reduce if possible. Mr. Booth also noted the subcommittee was awaiting response from SMMA regarding squaring off the media center. Mr. Parker added there were discussions on various laboratories and other facility needs in the public wing, but the discussions were not complete.

Ms. Olsen provided an update to the exterior and interior designs. Ms. Olsen noted there had not been any updates to the site plan. Ms. Olsen added that at the SD phase, the details are at a higher level to create cost placeholders for estimating and that there is still a whole year of detailed design development to happen to continue work on the materials and design features within the approved general material palette. The interior materials will be selected conscientious of the project budget, sustainability and long term building maintenance goals. Ms. Olsen discussed the flooring materials and reflected ceiling plans with the committee and noted there will still be fine tuning as design continues. For the cost estimate plan, SMMA will be representing certain percentages of different materials so the estimators have a basis of design from which adjustments can be made as the documents further develop.

Matt Johnson noted putting the name on the side of the building in large letters is against the Town's sign bylaw and expressed concern with the exposed ceiling and the potential of dust and exposed mechanicals to the students. Mr. Hughes noted that he has no concerns about maintaining the exposed ceiling areas and noted that access beyond and replacement of ceiling tiles is not without difficulty.

Ms. Olsen discussed with the committee the Life Cycle Cost Analysis (LCCA), noting the Sustainability subcommittee be reviewing in detail the LCCA at the next committee meeting. Martine Dion, SMMA, presented three building energy systems with the initial project cost and payback analysis. Ms. Dion noted the three options are near the energy use intensity (EUI) of 25. The design team further reviewed the building energy system relative to the Massachusetts stretch code. Andy Oldeman, SMMA, discussed Scenario 1 (proposed design) with variable reffridgerant flow (VRF)/air sourced heat pumps (ASHP) heating and cooling and dedicated outdoor air systems (DOAS) with the committee for the classrooms. The larger spaces for example media center, gym and cafeteria would be supported by dedicated air handling units. Scenario 2 is similar to Scenario 1 with the exception that the auditorium and stage would be supported by displacement ventilation system and the rest of the building would remain VRF. Scenario 3 is geothermal heating and cooling and geothermal DOAS. Mr. Oldeman noted the geothermal wells could not be installed until the existing building is demolished, which would impact the project schedule. The team reviewed the other potential location which would be the parking lot but determined it was not feasible due to conflicts with other utilities and stormwater management for the new school.

### **Schedule Update**

Ian Parks reported on the executive summary schedule to the committee. The schedule shows two phases, Phase 1 for the new school design and construction and Phase 2 for the Sanborn demolition and new fields. After the Town process, design documents and construction documents are estimated to take about 12 months. Mr. Parks noted the pre-qualification process was added to the bid/award section of the schedule showing a 6 month duration. Escalation is being pushed from 8% in Q1 2023 to 9% for Q2 2023. The construction/punch list/move-in phase is now 24 months from the previously reported 21 months with the proposed opening date of April 14, 2025. Phase 2 will start once students move into the new school and will

take 5 months to demolish the existing school and build the new fields. Grass will need to be established for two growing seasons and the new fields will be ready for use in September 2026.

Matt Johnson expressed concern with demolition starting while school is in session and if it was a potential issue. Mr. Parks noted remediation and removal of hazardous materials would happen before demolition of the building. Ms. Guarriello added remediation would not start right away as the school department would need to coordinate and remove the furniture from the old building.

### **Cash flow Update**

Mr. Parks reported on the cash flow noting the only update is SMMA's progress payment in the amount of \$69,318 for the month of August. The expenditures to date are \$902,358.00.

Mr. Parks proposed a scope change in SMMA's contract to perform additional geotechnical explorations before completion of the Schematic Design estimate in order to validate assumptions for foundation design and stormwater management. Funds earmarked for the traffic study would be utilized to cover the costs of the geotechnical exploration work. The committee discussed the concern with the validity of traffic studies with the impact of COVID. The committee did not express any concerns with advancing the geotechnical explorations.

### **Next Steps**

Next meeting will be Thursday, October 7, 2021

### **New Business**

Ms. Bout noted the Communications subcommittee is trying to put together a Public Forum on 9/23/21 at 12 pm and 10/7/21 in the evening.

### **Public Comment**

Linda noted to get input from Town Clerk with timelines needed for the Special Town Meeting and Special Town Election.

### **Adjournment**

Co-Chair Dawn Guarriello requested the meeting be adjourned at 9:30 AM. Stephen Crane made the motion to adjourn, Heather Bout seconded the motion. The motion carried unanimously.

Details of this meeting can be found on the YouTube link below:

<https://www.youtube.com/watch?v=cIrvRNSEOqk>