

<b>WAKEFIELD PERMANENT BUILDING COMMITTEE WAKEFIELD HIGH SCHOOL BUILDING COMMITTEE</b>	<b>WAKEFIELD MEMORIAL HIGH SCHOOL MEETING NOTES</b>
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Date:	Thursday November 18, 2021,
Location:	Virtual "Zoom" Meeting
Time:	7:00pm
Prepared BY:	Shane Nolan – LeftField PM

Name		Present
Joseph Conway	Director of Public Works (Non-Voting)	✗
Julie Smith Galvin	Town Council (Non-Voting)	✗
Stephen P. Maio	Town Administrator (Non-Voting)	✗
Thomas Markham	School Committee Member (Non-Voting)	✗
Kevin Piscadolo	School Committee Member (Non-Voting)	✓
Doug Lyons	Superintendent of Schools (Non-Voting)	✗
Tim O'Brien	Facilities Director (Non-Voting)	✗
Joseph B. Bertrand	Permanent Building Committee, Chair (Voting)	✓
Timothy Demers	Permanent Building Committee (Voting)	✓
Charles L. Tarbell	Permanent Building Committee, Secretary (Voting)	✓
Jason Cohen	Permanent Building Committee (Voting)	✓
Janine R. Fabiano	Permanent Building Committee (Voting)	✗
John McDonald	Permanent Building Committee (Voting)	✓
Tom Galvin	Permanent Building Committee (Voting)	✓
Marc Moccio	Permanent Building Committee (Voting)	✓
Philip Renzi	Permanent Building Committee (Voting)	✓
Nasos Phillips	Permanent Building Committee (Non-Voting)	✗
Wayne Hardacker	Permanent Building Committee (Non-Voting)	✓
Amy McLeod	Wakefield Memorial High School Principal (Non-Voting)	✗
Joseph Mullaney	Wakefield Memorial High School Asst. Principal (Non-Voting)	✗
James Sullivan	Finance Committee (Non-Voting)	✗
Ian McKinnon	Community Member (Non-Voting)	✗
Jeffrey Cohen	Community Member (Non-Voting)	✗
Elizabeth Martin	Community Member (Non-Voting)	✓
Ray Thompson	Community Member (Non-Voting)	✓
Eric Lambiaso	Community Member (Non-Voting)	✓
Thomas Stapleton	Community Member (Non-Voting)	✓
Robert Arcari	Community Member (Non-Voting)	✗
Dylan Forester	Community Member (Non-Voting)	✓
Christopher Sallade	Community Member (Non-Voting)	✓
Sandra Clarey	Community Member (Non-Voting)	✗
Eric Hubert	Community Member (Non-Voting)	✓
Christine Bufagna	Community Member (Non-Voting)	✗
Jonathan Chines	Community Member (Non-Voting)	✓
Kim Hartman	Community Member (Non-Voting)	✓
Greg Liakos	Community Member (Non-Voting)	✗
William Karvouniaris	Community Member (Non-Voting)	✗

Name		Present
Lynn Stapleton	Leftfield Project Management	✓
Shane Nolan	Leftfield Project Management	✓
Jim Rogers	Leftfield Project Management	✓
Lorraine Finnegan	SMMA	✓
Ben Williams	SMMA	✓
Helen Fantini	SMMA	✓
Matt Rice	SMMA	✓
Erin Prestillo	SMMA	✓
Nick Ferzacca	Architectural Engineers Inc.	✓

I. Meeting called to order at approximately 7:10PM

II. Administrative Actions

A. Meeting Minutes

The meeting minutes of the 11/04/21 Permanent Building Committee/School Building Committee: Wakefield Memorial High School were presented for review.

*Chip Tarbell made a motion to approve the Wakefield Memorial High School Meeting Minutes as presented. Seconded by Jason Cohen. Motion was approved unanimously.*

B. Invoices

Two (2) invoices in the total amount of \$88,000.00 were presented for review and approval.

1) Leftfield LLC Invoice #5 dated 10/31/21 in the amount of \$22,000.00

*Chip Tarbell made a motion to approve the Leftfield as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

2) SMMA Invoice #55884 dated 11/10/21 in the amount of \$66,000.00

*Chip Tarbell made a motion to approve the SMMA invoice as presented. Seconded by Jason Cohen. On a roll call vote the motion was approved unanimously.*

III. Project Schedule

Shane Nolan provided an overview of the updated Feasibility Study/Schematic Design Schedule. SN noted the schedule shows the revised MSBA submission dated approved at the last PBC/SBC meeting.

IV. Upcoming Meetings

Shane Nolan presented a list of upcoming meets including PBC/SBC meetings and Educational Visioning Workshops.

Wayne Hardacker asked about the possibility of in person meetings. Joe Bertrand noted that the intention is to continue with meeting virtually until further notice.

V. Existing Conditions Update

Helen Fantini gave an update on the existing conditions inspections and surveys that are being done as part of the project.

The traffic consultant has been out to do traffic counts on major intersections around the High School. They are also reviewing the North East Metro Tech traffic reports.

Geotechnical borings have been done and reports will be forthcoming. There are potentially 2 underground storage tank that need further review and investigation. Additional borings and soil testing will be determined when the building options have been evaluated.

#### VI. Programming

Phil Poinelli presented SMMA Memo: Programming Consideration.

PP noted that an auditorium is part of the MSBA standard program for High School project. There has been some discussion about the need for a new auditorium in a new high school due to the fact there is an existing “black box” small theatre in the existing building and a relatively new auditorium at the Galvin School. However, during the programming meetings with school representatives, the desire for a new auditorium was raised to support the school curriculum. Based on the MSBA program they would participate in auditorium with 667 seats based on the agreed upon 1,000-student enrollment. It was noted that the existing “black box theatre” was created using grants and local contributions. After further discussion the consensus was that an auditorium should be included in the program and space summary for the new High School.

PP noted that the existing gym at the High School is approx. 17,000SF. Although it is known as “the field house” traditionally a field house would be larger, in the 30,00SF range. Based on the agreed upon High School enrollment a two station or 12,000SF gym is calculated under the MSBA program. MSBA may allow a larger gym, up to 18,000SF but anything over the MSBA guidelines would likely not be reimbursed. It was suggested that even an 18,000SF gym would not accommodate a track around the perimeter. There was some discussion about including a swimming pool in the project. It was noted that a swimming pool would not be allowed by MSBA.

The local TV station, WCAT, is currently housed in the High School. This is an independent entity and not part of the High School curriculum. This type of space has been allowed in past MSBA projects but would not be a reimbursable cost. If there is a plan to make this part of the school, it would need to be articulated in the education plan that will be submitted to MSBA. It was noted that if a suitable space for WCAT is not found in a renovation/addition or new school there is no alternative space in Town nor does WCAT have the funding to find alternative space. There was a question raised about the project funding WCAT’s space through the project as it is a 501C3 organization. This needs to be reviewed with Town Counsel.

The District Offices are also housed in the existing High School. There is no known alternative space in Town for this. Therefore, it should be included in the program for the new school. It was noted that this space, while it may be allowed by MSBA, will not be reimbursable. The space needed for the district office needs to be discussed further with the Superintendent.

The existing high school library has a space dedicated to Governor John Volpe. This space includes Gov. Volpe’s archives that have been donated to the Town. It was agreed that within the proposed new library space there should be a dedicated space, perhaps with climate control, for the archives. This Volpe family will need to be included in conversation for this space.

#### VII. Design Options

Helen Fantini presented a matrix of potential building options to be explored during the PDP phase. These included:

1. (1) Renovation/Code Upgrade – as required by MSBA
2. (4) separate Renovation/Addition options
3. (6) separate new construction options.

The new construction options include a possible model school that has been approved by MSBA. HF gave an overview of the MSBA model school program. It was noted that if a model school were chosen that would likely eliminate the possibility of including WCAT and district offices.

It was agreed that the matrix would be updated to include an auditorium in the add/reno and new construction options.

VIII. Focus Groups

Helen Fantini advised that a doodle poll was sent out to Focus Groups participants. HF asked that participants check their junk folders as the email may have been detected as spam. Once SMMA receives response the Focus Group meetings will be confirmed.

IX. Next Permanent Building Committee/School Building Committee meeting: December 02, 2021

Attachments:

- LeftField Invoice Log 11/18/21
- SMMA Memo: Programming Consideration 11/11/21