

WESTWOOD ELEMENTARY SCHOOLS BUILDING PROJECT COMMITTEE
Westwood, Massachusetts

MEETING MINUTES

June 19, 2020

Attendance and Call to Order

The meeting, held remotely¹, was called to order at 8:05am by Chair Maya Plotkin. Also present on the video conference were: Ken Aries, Brian Bayer, Allison Borchers, Christopher Coleman, Sarah Cronin, Charles Donahue, Pam Dukeman, Abby Hanscom, Nancy Hyde, Lemma Jn-baptiste, Josepha Jowdy, Carol Lewis, Anthony Mullin, Emily Parks, Amanda Phillips, and Kate Scales. John Cummings and Michelle Miller were absent. Mrs. Jowdy left the meeting at 8:30am. John Cianciarulo recorded the minutes.

Mrs. Plotkin recognized the live stream of the meeting which was provided for real-time, public access to the activities of the School Building Committee. Members of the public were able to view a live stream of the meeting via the Internet at www.westwood.k12.ma.us/live. Westwood Media Center recorded the meeting for later broadcast on their platforms.

Chair's Report

Mrs. Plotkin provided an update on the Committee's membership, welcoming Amanda Phillips. Amanda was recently elected to the School Committee. Josepha Jowdy was re-appointed, now as a community member. Both appointments were made during this morning's School Committee meeting.

Discussion Items

Proposed Geo-Thermal Test Well

Agreed a geo-thermal heat source will be explored in schematic design. In order to do that, testing needs to begin. One test well will be used to determine the feasibility. A proposal for a total \$62,700 was distributed to the Committee. Vote by SBC to approve proposed geo-thermal test well process. One bid; probably another bid as well. If approved, approved with not-to-exceed amount of \$62,700. Unallocated funds are within budget and will be allocated for this purpose.

Mr. Bayer asked about the general efficiency between geothermal and water source heat pump. Mr. Fitzgerald: Geothermal is a much more energy-efficient system. Exact specifics will be discussed during Sustainability Subcommittee meetings. Preferred? Benefits of going geo-thermal include energy efficiency and much lower maintenance. Much fewer moving parts and pieces of mechanical equipment.

Strong recommendation by Design Team, brings EUI down. This is preferred option in terms of annual maintenance, too.

Design/Aesthetic Working Group

Mrs. Plotkin update the membership on the new Design/Aesthetic Working Group. The objective of the group is to steer in proper directions; not to make any decisions. The working group will include Ken Aries, Brian Bayer, Allison Borchers, Sarah Cronin, Josepha Jowdy, Maya Plotkin, and Kate Scales.

Preferred Schematic Report

¹ Remote meeting held in accordance with Executive Order of Massachusetts Governor, March 12, 2020.

Mrs. Plotkin reminded the Committee that the Preferred Schematic Report (PSR) is the big report that will be submitted to the Massachusetts School Building Authority (MSBA) in July. It has two major components:

1. The recommended design option (The recommendation, which will have a formal approval vote today, is for Option 7; a combined Hanlon/Deerfield School on the Hanlon site for 560 students.)
2. A not-to-exceed amount. As discussed last week, this is the amount the Town is telling the MSBA it will not exceed. It is not an indication of the total project cost, which is unknown. (The recommendation, which will have a formal approval vote today, is for a not-to-exceed amount of \$90.6M).

Summary of Work During PSR Phase

- Evaluation Matrix – Option Analysis
- Redistricting (Cropper GIS)
- Sustainability (Town of Westwood, Eversource, Thornton Tomasetti, The Green Engineer, Lam Partners, Sustainability Subcommittee)
- Principals and Educators Reviews
- Community Outreach
 - Community meetings (3)
 - Town Planning, Police, Fire, Building Inspector
 - Select Board
- Preferred Schematic Report

Mrs. Plotkin then reviewed the process used to get to this point, including design enrollment scenarios, evaluation, redistricting, and cost comparisons. All have been discussed at previous School Building Committee meetings.

The proposed project budget, as outlined in the Preferred Schematic Report, was reviewed again.

Proceeding into Schematic Design (SD) Phase:

1. Priority: 20% above new energy code to achieve 2% points from MSBA—\$83.0M
2. Explore Fossil Fuel Free options—\$3.5M
 - a. Include Geothermal in budget (August 25 decision)
3. Explore Timber Framing to reduce embodied carbon—\$2.3M
 - a. Include \$300k partial + \$2M classroom in budget; re-evaluate in Schematic Design (July 23 decision)
4. 100% air conditioning vs. partial air conditioning and dehumidification ventilation—\$1.3M
 - a. Include 100% air conditioning in budget with further evaluation and visit schools in Schematic Design (August 25 decision)
5. Rainwater Cistern-Irrigation—\$0.2M
 - a. Include in budget (August 25 decision)
6. Add 7 v 7 soccer field—\$0.3M

Total—\$90.6M

The PSR includes:

- Table of Contents
- Introduction
- Evaluation of Existing Conditions
- Final Evaluation of Alternatives
- Preferred Solution
- Local Action and Approvals
- Appendices

Next Steps

- June-August: Dore and Whittier will conduct educational programming with faculty / staff
- July 8: Sustainability Subcommittee meeting
- July 23: School Building Committee meeting for Schematic Design Kickoff
- Week of August 3: School Tours on Ventilation and Cooling Systems
- August 18: Sustainability Subcommittee meeting
- August 25: School Building Committee meeting

The PSR will be refined between now and July 8. It consists of a physical binder of narratives explaining the whole process and the reasoning behind decisions that were made.

Action Items

Vote to Submit PSR to Massachusetts School Building Authority

Mr. Donahue made a motion to authorize the Owner’s Project Manager, represented by the Town of Westwood, to submit to the MSBA, the Preferred Schematic Report (PSR) with the Enrollment Option of Consolidation of Hanlon and Deerfield at 560 students with Option 7, with the additional sustainable design options and site field options to be studied further during the Schematic Design Phase, with the total project budget not to exceed \$90.6M. Seconded by Mr. Aries.

Roll-Call Vote:

Mrs. Plotkin	Aye
Mr. Aries	Aye
Mr. Bayer	Aye
Ms. Borchers	Aye
Mr. Coleman	Aye
Mrs. Cronin	Aye
Mr. Donahue	Aye
Mrs. Dukeman	Aye
Mrs. Hanscom	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye
Mrs. Lewis	Aye
Mr. Mullin	Aye
Ms. Parks	Aye

Mrs. Phillips	Aye
Ms. Scales	Aye

Vote: 16-0-0.

Result: Approved

Vote to Approve Contract Amendment with Dore and Whittier for Proposed Geo-Thermal Test Well

Mrs. Dukeman made a motion to approve the contract amendment with Dore and Whittier for the proposed geo-thermal test well with a fee not to exceed \$62,700 Seconded by Mrs. Hyde.

Roll-Call Vote:

Mrs. Plotkin	Aye
Mr. Aries	Aye
Mr. Bayer	Aye
Ms. Borchers	Aye
Mr. Coleman	Aye
Mrs. Cronin	Aye
Mr. Donahue	Aye
Mrs. Dukeman	Aye
Mrs. Hanscom	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye
Mrs. Lewis	Aye
Mr. Mullin	Aye
Ms. Parks	Aye
Mrs. Phillips	Aye
Ms. Scales	Aye

Vote: 16-0-0.

Result: Approved

Approval of June 12, 2020 Meeting Minutes

Ms. Parks made a motion to approve the June 12, 2020 meeting minutes. Seconded by Mrs. Lewis.

Roll-Call Vote:

Mrs. Plotkin	Aye
Mr. Aries	Aye
Mr. Bayer	Aye
Ms. Borchers	Aye
Mr. Coleman	Aye
Mrs. Cronin	Aye
Mr. Donahue	Aye
Mrs. Dukeman	Abstain
Mrs. Hanscom	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye
Mrs. Lewis	Aye
Mr. Mullin	Aye
Ms. Parks	Aye
Mrs. Phillips	Aye
Ms. Scales	Aye

Vote: 15-0-1.

Result: Approved

New Business

Mr. Donahue asked the Design Team how the current economic environment might affect the MSBA's decision-making process. Tim Bonfatti of Compass Project Management, the Owner's Project Manager responded that there is nothing different in terms of the MSBA's review process.

Adjournment

Mr. Donahue motioned to adjourn. Mr. Aries seconded.

Roll-Call Vote:

Mrs. Plotkin	Aye
Mr. Aries	Aye

Mr. Bayer	Aye
Ms. Borchers	Aye
Mr. Coleman	Aye
Mrs. Cronin	Aye
Mr. Donahue	Aye
Mrs. Dukeman	Aye
Mrs. Hanscom	Aye
Mrs. Hyde	Aye
Mrs. Jn-baptiste	Aye
Mrs. Lewis	Aye
Mr. Mullin	Aye
Ms. Parks	Aye
Mrs. Phillips	Aye
Ms. Scales	Aye

Vote: 16-0-0.

Result: Approved

The meeting adjourned at 8:52am.

List of Documents and Exhibits Used at Meeting:

- Draft meeting minutes of June 12, 2020
- Presentation slides by Dore and Whittier, dated June 19, 2020
- Proposed contract amendment for Dore and Whittier, dated June 17, 2020