

WESTWOOD ELEMENTARY SCHOOLS BUILDING PROJECT COMMITTEE
Westwood, Massachusetts

MEETING MINUTES

July 23, 2020

Attendance and Call to Order

The meeting, held remotely¹, was called to order at 8:00am by Chair Maya Plotkin. Also present on the video conference were: Ken Aries, Brian Bayer, Christopher Coleman, Sarah Cronin, John Cummings, Charles Donahue, Pam Dukeman, Nancy Hyde, Josepha Jowdy, Carol Lewis, Michelle Miller, Anthony Mullin, Amanda Phillips, and Kate Scales. Allison Borchers, Abby Hanscom, Lemma Jn-baptiste, and Emily Parks were absent. Amanda Phillips left the meeting at 8:35am. 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 also recorded the meeting for later broadcast on their platforms.

Chair's Report

Mrs. Plotkin noted that the District's leadership team was not in attendance at the meeting. They have been focused on reopening the District and the work required to do so is substantial.

Mrs. Plotkin then provided an update on the overall project which is entering schematic design.

Westwood will be meeting with the Massachusetts School Building Authority's Facility Assessment Subcommittee on August 5 to review the design and understand any potential challenges. This will guide the schematic design phase which will be the focus of the work for the remainder of the summer and into the fall. Compass and Dore and Whittier have scheduled working sessions with faculty and staff over the next few weeks to inform the schematic design. Community forums will take place in the fall.

The Sustainability Subcommittee met early this month. They are presenting their recommendation to the full School Building Committee at today's meeting.

Discussion Items

Mrs. Plotkin recognized Rob Fitzgerald of Dore and Whittier, who presented.

Sustainable Design: Timber Framing Construction

Schematic Design Schedule Overview

July-August:

- Geothermal test well
- Education as Play, Educator input on room needs
- Begin 3D model: Structural layout, interior, exterior, site
- Life-Cycle cost analysis, decision on heating/cooling system

September-October:

- Continue site, massing, and exterior, interior design, input and feedback

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

November-December:

- Finalize Schematic Design package, cost estimates, budget vote

January-February

- Submit to MSBA /MSBA Board Approval

Spring:

- Special Town Meeting /Ballot Voting

Mrs. Jowdy asked what involvement there has been with property abutters. Mrs. Hyde responded that, as a school project, the purview of the Planning Board is limited. Chin Lin of Compass Project Management stated that zoning is exempt under the Dover Amendment. A permitting process and exemption will be required for parking, however.

Mrs. Hyde asked about the impact of the Geothermal test wells. Mr. Fitzgerald responded that there will be one well placed six hundred-feet down. Drilling will take approximately two to three days and will operate during the day. While there will be some noise, it is not expected to provide vibration that would affect neighbors. A quiet generator will operate at night to help process some of the water through the drill. An initial notice was sent to neighbors on Laura Lane. A second notice will be sent once a date has been scheduled. Appropriate agencies will also be notified.

Mr. Coleman suggested being mindful of a fall Town Meeting and the impact of the pandemic.

Sustainability Subcommittee Review: Mass Timber vs. Steel Framing

- Conventional Construction
 - Steel columns
 - Beams
 - Braces
 - Decking
- Mass Timber
 - Glue laminated columns
 - Beams
 - Timber decking

Mass Timber Construction Options

- Partial
 - Level 1: Entry, Primary Circulation, Gallery Stair
- Comprehensive
 - Level 1: Classroom Floor Area

Mass Timber Construction Cost

- Cost Estimates of \$25-\$35 per square foot
 - Increased coordination of exposed structure and mechanical, electrical, plumbing, and fire protection components
 - Finishes
 - Less enclosure with finishes; more finish treatment of exposed systems

- Non-conventional construction type
 - Labor force
 - Sequencing
 - Protection
- Partial: \$300,000 (0.4% of construction cost)
- Comprehensive: \$2,000,000 (2.9% of construction cost)
- Combined: \$2,300,000

Mass Timber Construction Acoustics

- Three primary concerns
 1. Transmission
 2. Reflection/reverberation
 3. Mechanical

Timber Framing and Structural Framing Decision Points

- Steel
 - Contributes to greenhouse gas emissions
 - Costs less than timber
 - Ease of procurement and familiarity of conventional builds
- Timber
 - Environmental Benefits
 - Greenhouse gas emissions
 - Water use
 - Waste reduction
 - Total energy used in manufacturing
 - Renewable buildings material
 - End of life re-use
 - Challenges
 - Cost: \$25-\$35/square foot premium
 - Acoustics
 - Unfamiliar to many contractors in New England region

Sustainability Subcommittee Recommendation

- Steel framing system
 - Lower initial capital cost
 - Familiar framing system to contractors
 - Would rather put funds toward sustainability measures that have direct impact on energy savings and operational greenhouse gas emissions

Lifecycle Cost Analysis (Due diligence analysis comparing heating and cooling to assess annual operational and maintenance cost of multiple systems over lifespan.)

- Baseline
 - Natural gas heating system
- Tier-1
 - Fossil Fuel Free: Water-source heat pump with supplemental electric boiler
- Tier-2
 - Fossil Fuel Free: Geothermal heating system

All three systems include dehumidification and ventilation; with partial air conditioning in the administration and special education spaces.

- Direction for Design Team
 - Add 100% air conditioning as a subset to each tier
 - Add Tier-3
 - Geothermal with supplemental electric boiler to reduce number of wells
 - Window-to-Wall Ratio
 - New energy code uses 22% as baseline. Keep target of 25%.

Mr. Aries stressed that air conditioning the entire building would be beneficial for summer programs.

Action Items

Approval of Sustainability Subcommittee Recommendation Regarding Timber Framing

Mrs. Lewis made a motion to not move forward with either partial or full timber frame construction, and instead move to steel frame construction; but reserve the right to look at a more limited, partial timber frame during schematic design. Seconded by Mr. Aries.

Roll-Call Vote:

Mrs. Plotkin	Yes
Mrs. Aries	Yes
Mr. Bayer	Yes
Mr. Coleman	Yes
Mrs. Cronin	Yes
Mr. Cummings	Yes
Mr. Donahue	Yes
Mrs. Dukeman	Yes
Mrs. Hyde	Yes
Mrs. Jowdy	Yes
Mrs. Lewis	Yes
Mrs. Miller	Yes
Mr. Mullin	Yes
Mrs. Scales	Yes

Vote: 14-0-0.

Result: Approved

Approval for Payment of Invoices

Mrs. Jowdy made a motion to approve the payment of invoices totaling \$67,220 for the period ending June 30, 2020, as recommended by Compass Project Management. Seconded by Mr. Donahue

Roll-Call Vote:

Mrs. Plotkin	Yes
Mrs. Aries	Yes
Mr. Bayer	Yes
Mr. Coleman	Yes

Mrs. Cronin	Yes
Mr. Cummings	Yes
Mr. Donahue	Yes
Mrs. Dukeman	Yes
Mrs. Hyde	Yes
Mrs. Jowdy	Yes
Mrs. Lewis	Yes
Mrs. Miller	Yes
Mr. Mullin	Yes
Mrs. Scales	Yes

Vote: 14-0-0.

Result: Approved

Approval of June 19, 2020 Meeting Minutes

Mr. Cummings made a motion to approve the meeting minutes of June 19, 2020. Seconded by Mrs. Jowdy.

Roll-Call Vote:

Mrs. Plotkin	Yes
Mrs. Aries	Yes
Mr. Bayer	Yes
Mr. Coleman	Yes
Mrs. Cronin	Yes
Mr. Cummings	Yes
Mr. Donahue	Yes
Mrs. Dukeman	Yes
Mrs. Hyde	Yes
Mrs. Jowdy	Yes
Mrs. Lewis	Yes
Mrs. Miller	Yes
Mr. Mullin	Yes
Mrs. Scales	Yes

Vote: 14-0-0.

Result: Approved

Acceptance of June 2, 2020 Sustainability Subcommittee Meeting Minutes

Mr. Aries made a motion to accept the Sustainability Subcommittee meeting minutes of June 2, 2020. Seconded by Mrs. Jowdy.

Roll-Call Vote:

Mrs. Plotkin	Yes
Mrs. Aries	Yes
Mr. Bayer	Abstain
Mr. Coleman	Yes

Mrs. Cronin	Yes
Mr. Cummings	Yes
Mr. Donahue	Yes
Mrs. Dukeman	Yes
Mrs. Hyde	Yes
Mrs. Jowdy	Yes
Mrs. Lewis	Yes
Mrs. Miller	Yes
Mr. Mullin	Yes
Mrs. Scales	Yes

Vote: 13-0-1.

Result: Approved

New Business

There was no new business.

Adjournment

Mr. Donahue motioned to adjourn. Mr. Cummings seconded.

Roll-Call Vote:

Mrs. Plotkin	Yes
Mrs. Aries	Yes
Mr. Bayer	Yes
Mr. Coleman	Yes
Mrs. Cronin	Yes
Mr. Cummings	Yes
Mr. Donahue	Yes
Mrs. Dukeman	Yes
Mrs. Hyde	Yes
Mrs. Jowdy	Yes
Mrs. Lewis	Yes
Mrs. Miller	Yes
Mr. Mullin	Yes
Mrs. Scales	Yes

Vote: 14-0-0.

Result: Approved

The meeting adjourned at 8:50am.

List of Documents and Exhibits Used at Meeting:

- Draft meeting minutes of June 19, 2020
- Presentation slides by Dore and Whittier, dated July 23, 2020

- Sustainability Subcommittee meeting minutes of June 2, 2020
- Vendor Invoice Package for period ending June 30, 2020