

WESTWOOD ELEMENTARY SCHOOLS BUILDING PROJECT COMMITTEE
Westwood, Massachusetts

AESTHETICS AND DESIGN SUBCOMMITTEE MEETING MINUTES
March 17, 2022

Attendance and Call to Order

The meeting, held remotely¹, was called to order at 8:02am by Chair Maya Khuri Plotkin. Also present were: Brian Bayer, Allison Borchers, John Cummings, Mary Kate Ferreira, Jen Flanders, Carol Lewis, Anthony Mullin, and Emily Parks. Ken Aries, Tom Carey, and Josepha Jowdy were absent. Carol Lewis arrived at 8:07am. Mary Kate Ferreira, Jen Flanders, and Anthony Mullin all left prior to adjournment.

Chin Lin of Compass Project Management; and Don Walter, Margaret Daly, and Rob Fitzgerald of Dore and Whittier were also in attendance.

John Cianciarulo recorded the minutes.

Chair Plotkin recognized the live stream of the meeting which was provided for real-time, public access to the activities of the Aesthetics and Design Subcommittee. Members of the public were able to view a live stream of the meeting via the Internet at www.westwood.k12.ma.us/live.

Discussion Item

Rob Fitzgerald of Dore and Whittier facilitated discussion.

Updates

Updates to the designs of the gym exterior, bathrooms, gallery, administrative wing, library/media, and site signage/building lettering were discussed.

Renderings of the following were presented:

- Revisions to the gym's south and east wall windows
- Conceptual designs of the bathrooms
- Gallery stair designs
- Library/Media Center librarian workspace and reading nook
- Addition of a glass wall to the reception area
- Extended Learning Area glass enclosure and floor opening
- Main entry signs at both entry drives, including material options
- Building signage/lettering on building or canopy

The Subcommittee provided feedback to the design team.

Members of the Subcommittee left the meeting during discussion and a quorum was lost.

New Business

There was no new business.

Action Item

Vote to Recommend Moving Forward with Items Presented

Chair Plotkin advised that there was no longer a quorum, but a consensus on design elements was reached during discussion. The design team will proceed with their work and present at a future meeting. No vote was taken.

¹ Remote meeting held in accordance with an Act relative to extending certain COVID-19 measures adopted during the State of Emergency.

Adjournment

As there were not enough members for a quorum to vote on adjournment, Chair Plotkin concluded the meeting at 9:02am.

List of Documents and Exhibits Used at Meeting:

- Slideshow presentation by Dore and Whittier, dated March 17, 2022