

Amesbury Elementary School Building Committee (AESBC)

Date:	Thursday, December 19, 2019
Location:	Amesbury High School
Time:	4:00 PM
Next Meeting:	2/6/2020 at 4:00 PM



	Name	Association/Title	Affiliation
N	Kenneth Gray	Mayor of Amesbury, Chair	(AESBC)
Y	Peter Hoyt	Amesbury School Committee	(AESBC)
Y	Jared Fulgoni	Superintendent of Schools	(AESBC)
N	Joan Liporto	Director of Business & Operations	(AESBC)
Y	Shannon Nolan	Principal, Amesbury Elementary School	(AESBC)
Y	Joe McMilleon, Councilor	City Councilor	(AESBC)
Y	Matt Bennett	School Facilities	(AESBC)
N	Laurie McAllister	CES Teacher	(AESBC)
N	Cristin Chabot	AES Teacher	(AESBC)
Y	Bruce McBrien	AES Teacher	(AESBC)
Y	Monique Griffin	Parent / Community Member	(AESBC)
N	John Donnell	Community Member	(AESBC)
N	Jim Queenan	AES Teacher	(AESBC)
N	Kyle Jacques	AES Teacher	(AESBC)
Y	Daniel Grayton	Mayor's Chief of Staff	(City)
Y	Donna DiNisco	Principal/DiNisco Design	(DiNisco)
N	Chris Huston	Designer/DiNisco Design	(DiNisco)
Y	Vivian Low	Project Manager / DiNisco Design	(DiNisco)
N	Caulen Finch	Project Architect / DiNisco Design	(DiNisco)
N	Tom Murphy	Project Executive / NV5	(NV5)
Y	Mike Ulichney	Project Manager / NV5	(NV5)
Y	Tim Dorman	Project Director / NV5	(NV5)

1. Call to Order

Jared Fulgoni, Superintendent of Schools, called the Amesbury Elementary School Building Committee (AESBC) Meeting to order at 4:06 PM.

2. Meeting Minutes

NV5 distributed the AESBC Meeting Minutes from the prior meeting held on November 21, 2019 as part of the meeting packet.

Motion: Motion by Peter Hoyt, seconded by Shannon Nolan to approve the November 21, 2019 AESBC Meeting Minutes. The motion passed unanimously.

3. Approval of Invoices

The following invoices were submitted for approval:

-NV5 Invoice #145892 - \$45,000 (OPM DD Services November 2019)

-DiNisco Design Invoice #9221 - \$195,750.00 (Designer DD Services November 2019)

Motion: Motion made by Shannon Nolan, seconded by Peter Hoyt to approve the invoices totaling \$240,750.00. The motion passed unanimously.

Jared Fulgoni asked NV5 to outline the financial commitment that has been made to date to get to this point in the project. NV5 noted that as per the total project budget report included in the meeting packet, the total spent to date, not including the above invoices that were just approved for payment is \$1,083,492.

4. Project Design Update

DiNisco reviewed Design updates, noting that the Design Development Phase is ongoing through December with the documents scheduled to go to the cost estimators on January 10th. Some of the key highlights were summarized as follows:

- Working group meetings are ongoing and included a meeting to review security with the Police and Fire Chiefs joining as well as an energy charette with the utility company and design team representatives to review energy efficiency and applicable rebates.
- The Borings have been completed.
- The Project Team is preparing to have an informal meeting with the Conservation Commission to review the project in general and clarify the process and timeline for the NOI application.
- The ENF is being prepared for the MEPA filing.
- It was noted that the Playground Design is ongoing with input from the working group and other staff. The intent is to develop a design through O'Brien and purchase the equipment from the State Bid List. The layout will designate two areas which are intended for the younger and older age groups.
- There was discussion regarding accessibility and it was noted that a certain portion of the equipment would be accessible and include other sensory components. Bruce McBrien will share his ideas with Shannon Nolan to provide input to the working group.
- It was noted that the on the ground existing conditions survey is complete and it was found that the actual existing grading is slightly different than the preliminary information and will provide for more floor to ceiling height in the ground floor as well as removal of some of the ramping in the cafeteria.
- It was noted that the floor to floor heights are generally 15' with floor to ceiling height in corridors of 11' and classrooms of 10'-6".
- There was question about the landscaping shown on the renderings and whether or not planting areas with edible plants could be considered. It was noted that landscaping had not yet been fully detailed at this point, but that edible plantings can create challenges in this environment with maintenance, being used as projectiles, etc.
- The lobby feature wall was discussed and it was noted that the detailed design will follow Design Development, but the intent at this phase is to build in a budget based on carrying power, lighting and controls. In order to develop the content it was discussed that a separate working group of interested representatives from within the City should be formed and may make sense to include the Director of the Amesbury Carriage Museum.
- Brick samples were circulated for review by the meeting attendees. It was noted that the sample which have a more textured look are the preference for the project. Other exterior cladding materials will include GFCMU at base and kindergarten area, phenolic and metal panel and fiber reinforced panels.
- There was a question about site lighting levels. It was noted that the light levels need to be designed for safety, but the fixtures are full cut-off to direct light down and will not spill over the property line. The exterior lighting will also have controls to allow them to be turned off or reduced at certain times, such as overnight when the site isn't occupied.
- There was discussion about the layout of the recycle room and the question was raised regarding long term plan to use disposable wares or to wash. It was noted that washing is the more green approach, but that it would require a rollup window configuration and counter with ware washer. DiNisco will develop a layout and review with Shannon Nolan and Matt Bennett in order to get it in the budget for the DD package.
- A question was raised regarding whether or not there should be consideration in the site plan for storage sheds. It was noted by the Facilities Director that the goal is to be more efficient and reduce storage volume in order to make the space allocated in the building meet the needs.

5. Proposed Next Meeting Date
<p>WORKING GROUP: There is a working group meeting scheduled for January 2, 2020 to review LEED and Sustainability goals. It was noted that Tom Barrasso attended the energy charette and requested that the project team present the project at an upcoming Energy Committee Meeting. It was discussed that the meeting schedule will be reviewed with the goal of attending a meeting in February.</p> <p>BUILDING COMMITTEE: It was discussed that if a meeting is needed in January it would be scheduled for January 23rd, however the next critical meeting will be held on February 6, 2020. This meeting will include review of the Design Development estimates and approval to submit the Design Development package to the MSBA on the February 10th submission date.</p>
6. Other Business
None
7. Adjournment
<p>Motion: Motion made by Matt Bennett, seconded by Peter Hoyt to adjourn the meeting at 5:27 PM. The motion passed unanimously.</p>

These meeting minutes were prepared by NV5. Please notify NV5 within 48 hours of receipt of this document regarding any required corrections or clarifications.