

# Mattacheese School Building Committee Agenda

Wednesday, September 20<sup>th</sup>, 2017

D-Y Regional High School Library  
210 Station Avenue  
South Yarmouth

5:00 P.M.

Estimated Time Frame

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| <b>I.</b>   | <b>Chair Joseph Tierney</b><br>Call to Order   | 5:00 P.M. |
| <b>II.</b>  | <b>08-23-2017 Meeting Minutes</b><br>Discussion<br>Motion and Second Needed<br>Vote to Approve   | 5:05 P.M. |
| <b>III.</b> | <b>Overview of Meeting Agenda</b><br>Joe Tierney – SBC Chair   | 5:15 P.M. |
| <b>IV.</b>  | <b>Old Business</b><br>a. General Updates<br>b. Master Project Schedule Update (PMA)<br>c. Existing Conditions Update (PE/PMA)<br>d. Site Assessment Update<br>e. ELT Updates (PE)<br>i. Programming Progress/Report on Visioning Workshops<br>f. PR/Outreach Group Update: Survey/Notices/Website Etc.<br>i. Members<br>ii. Schedule First PR Group Meeting | 5:20 P.M. |
| <b>V.</b>   | <b>New Business</b><br>a. Community Meeting – Review Format/Participation  | 6:30 P.M. |

DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT

Minutes of the Mattacheese Middle School Building Committee Meeting

Wednesday, August 23<sup>rd</sup>, 2017

Members Present: Joseph Tierney, Chair; Phillip Morris, Curt Sears, Teodora Torres, Ken Jenks, Nathan Ladley, George Davis, Norm Holcomb, Sean Owen Principal WIS, Carol Woodbury, Superintendent; Maureen Burnham, Adm. Asst. to the Superintendent, Sandra Cashen, Facilities Manager.

Members Absent: Brian Carey, James Dykeman, Jenifer Legge, Dan Knapik, Michael Nardone, Will Rubenstein, Erik Tolley, Ann Knell, Principal MMS, Cleon Turner, Robert Ciavarra

PMA Consultants: Tony Oliva and Walter Hartley

Perkins Eastman: Robert Bell, Daniel Colli, David Stephen

Chairman Joe Tierney called the meeting to order at 5:10 p.m.

Approval of Minutes  
July 12, 2017 Minutes

On a motion by Curt Sears seconded by Phil Morris, and carried unanimously it was VOTED: To accept the minutes of the July 12, 2017, of the MMS Building Committee meeting as presented.

Master Schedule Update & Discussion: PMA provided an updated plan/decision matrix that will continue to be updated as it has been with Perkins Eastman input. PMA also provided an 11x17 master project schedule that had been coordinated with Perkins Eastman to accurately reflect upcoming work and milestones. PMA also included an MSBA calendar, which the schedule reflects. PMA will send out formal email to clarify dates that the project is targeting for submissions and deadlines.

Joe Tierney noted that the joint committee will need to make a recommendation and the towns will need to have a resolution prior to preferred schematic report/solution. Norm Holcomb noted that no decisions or recommendations have been made yet but the committee is aware of the importance of the decision for the project.

Existing Conditions (Perkins Eastman): (07/12/17) Dan Colli updated the committee on the progress of the existing conditions studies that are ongoing at both the Wixon and the Mattacheese Schools, both studies required by MSBA. This study is for the "Base Repair" option. They have met with Sandy Cashen Facilities Director and with Sean Owen Principal at Wixon. The full picture of both schools needs to be presented to the MSBA during this study. Update (08/23/17) Dan Colli updated the committee on the reports of the existing facilities. These include both Mattacheese and Wixon schools. Dan noted that the reports on existing facilities and upcoming estimate are solely based on costs to bring each of the buildings up to code and in no way help to deliver the educational program. He noted that to bring these buildings up to code without including an educational program is almost prohibitive and this study is required by MSBA. Dan also noted that one report is outstanding and that is the Hazmat report. Once this report is complete, PE will be able to provide their base repair estimates in

full. Dan finally noted how difficult of a process and cost prohibitive a base repair and that most likely the MSBA would not participate in a code repair only project.

PMA informed the committee that as of right now no sites or options have been taken off the table. The MSBA has requirements on what will and needs to be studied and in order to move through their funding process, the project will study those options. PMA also noted that in a full build, the cost of rebuilding an auditorium to the same size and scale will most likely be fully on the district, but with a renovation, some of the costs may be shared.

Educational Leadership Team (Perkins Eastman): Update: (08/23/17) Bob Bell from Perkins Eastman Introduced David Stephen to the Committee. David explained the visioning process. There will be roughly 20-46 people and possibly some students will be involved. There will be two days of roughly 6 hours in September. Day 1 will be a broad view and Day 2 will focus on specifics. It was also noted that the two school faculties will be meeting twice in addition to the visioning sessions. All of the information in all presentations and sessions will be available and made public.

Communication/Outreach Group: Bob and Jana also discussed the importance of having the community outreach to keep the project visible. They requested that the committee start thinking about key community stakeholders that would be helpful in getting the word out. Joe Tierney suggested that if the committee think of anyone to forward an email to himself, Carol Woodbury and they can move it along to Perkins Eastman. Perkins Eastman believes having the website will be very helpful in keeping documentation available, Maureen uploads documents to the website, PMA/PE will forward meeting documents to be uploaded. Jana discussed the in house capabilities of Perkins Eastman, that includes surveys, whether online or send homes. Carol Woodbury and Dan Knapik discussed the town phone service for getting the word out as well. 7/12/17: Maureen has had a couple of people interested in being involved in the PR group, Carol has as well. This is still being worked on and put together. The idea of putting together a send home letter for the students on the first day was discussed. PE team discussed surveys with information only not trying to draw a conclusion from what is being asked. Update 08/23/17: Carol noted that she has been receiving names for the PR/outreach group. CW will provide names by 9/20/17.

Sustainability Workshops: Bob Bell noted that Perkins Eastman is working on setting up sustainability Workshops. Most likely this will be a group of 12-15 people. Curt Sears noted that Sandra Cashen needs to be involved with this process in order for the building to be able to function once construction is complete. PE noted that Sandra will be highly involved and many important parties will also be involved. PE to update further once more information is available

Existing/Potential Sites: Perkins Eastman team presented a slide show on potential sites they were able to find as well as the existing sites noted in the RFP (Central, Wixon, Mattcheese). PMA/PE will review with MSBA about district ownership of land vs. town ownership of land. After reviewing many of the sites it was determined that as of right now potential sites include the three existing sites (Central, Wixon, Mattcheese) Perkins will email the list out and will look for feedback from the committee if other potential sites can be studied. This will be an ongoing study to find as many potential sites as possible. Some will fall off quickly due to certain characteristics but it is best to find all possible areas and know why they are not viable to make sure that the committee and project has the answer when asked by the public.

Attachments: PMA Decision/Plan Matrix, MSBA Calendar

Next Meeting: 9/20/17 At D/Y High School Library

Adjournment

On a motion by Phil Morris, seconded by Norm Holcomb and carried unanimously, it was:

VOTED: To adjourn the meeting at 6:48 p.m.

DRAFT