



MANAGEMENT  
PARTNERS, LLC

## MGRSBC MEETING MINUTES

**DATE OF MEETING:** May 14, 2015 @ 5:30 P.M. in the Mount Greylock Regional School Meeting Room S103 in Williamstown, MA

**PROJECT:** Mount Greylock Regional Middle High School  
Dore & Whittier Project #MP

**SUBJECT:** School Building Committee Meeting (D&W#7)

|                   |                     |                            |
|-------------------|---------------------|----------------------------|
| <b>ATTENDING:</b> | Mark Schiek,        | SBC Chair, Lanesborough    |
|                   | Paula Consolini     | SBC Co-Chair, Williamstown |
|                   | Gordon Noseworthy   | Interim Superintendent     |
|                   | Hugh Daley          | Williamstown Selectman     |
|                   | Carolyn J. Greene   | MGR School Committee Chair |
|                   | Chris Dodig         | MGR School Committee       |
|                   | Jesse Wirtes        | MG facilities supervisor   |
|                   | Mary MacDonald      | Principal, MGRHS           |
|                   | Thomas Bartels      | Williamstown               |
|                   | Lyndon Moors        | MGR Faculty                |
|                   | Trip Elmore         | D&W OPM                    |
|                   | Rachel Milaschewski | D&W OPM                    |
|                   | Bob Bell            | Design Partnership         |
|                   | Joe Drown           | Design Partnership         |

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1. **Call to Order at 5:50 PM by M. Schiek.**

2. **Approval of Minutes:**

a. A short overview of the April 30, 2015 Meeting Minutes was provided by the Chair.

***Motion to approve the April 30, 2015 SBC Meeting Minutes by P. Consolini, 2<sup>nd</sup> by G. Noseworthy. VOTE: 8 approve, 2 abstain (L. Moors and H. Daley).***

***Discussion: No discussion.***

3. **Invoices Submitted for Approval:** *No invoices submitted for approval.*

4. **SBC Project Goals Update:**

T. Elmore of DWMP stated that the SBC Project Goals Statement was included for clarity as a final draft. The committee then took the opportunity to make a few final edits, where a member suggested combining goals 3 and 5, as they were both very similar statements. The committee agreed to remove goal number 5, and combine it with goal number 3, which will now read as follows:

PROJECT MANAGERS  
ARCHITECTS

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260 Merrimac Street Bldg 7  
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[www.doreandwhittier.com](http://www.doreandwhittier.com)

*“That provides a safe, aesthetically pleasing, comfortable, and energy efficient building for the students and staff using appropriate systems, layout, and materials for lighting, heating, ventilation, and security”.*

## **5. Existing Facilities Information:**

J. Drown of DPC reported that the Geo-Environmental Consultant has been examining the site for a number of weeks for the Phase 1 Geo-Environmental Site Investigation. He then reviewed the Existing Conditions Assessment (see attached) and pointed out areas that are *possible* concerns. He went through each item on the summary of recorded findings and identified which of these findings will require further exploration in a Phase 2 investigation.

The analysis from the phase 1 Geo-Environmental work has identified several areas that warrant actual site borings to identify potential contaminants in the soils. As we identify potential building sites and associated new structures we will get a proposal for additional “Phase 2” site investigation work. We are not currently investigating areas that are not in the building or buildable location zones.

After a member of the committee asked if a Phase 2 Site Investigation is included in the contract, DPC responded that it was not, and made it clear that a contract amendment for Phase 2 Geo-Environmental Investigation is to be expected once they have received the Phase 1 Assessment Report in the next couple of weeks.

DPC made note that there is an abandoned sewer line and aeration treatment plant that is very likely to be transite (asbestos contaminated) pipe that may need to be removed as a part of this project. This is a major concern as the line is 5,000 to 7,000 feet in length and the aeration plant has numerous contaminants that need to be addressed. More information is required in order to begin assessing the potential cost associated with the potential clean up.

## **6. Educational Program Document:**

School Principal, M. MacDonald, thanked the committee for their comments received in regards to the Educational Program after a review of the document at the last SBC Meeting, also stating that the Program is still in the process of being developed.

B. Bell of DPC informed the committee that there is a conference call scheduled with the MSBA on Friday, May 15, 2015 to review a few outstanding programmatic questions and speak with them informally prior to submitting the Preliminary Design Program (PDP).

DPC stated that they are using this document as the basis for their space summary and room count development. This process is now on-going and it is important to understand that the decisions on the building options will directly come back to the Goals and Educational Program that have been developed to date.

The current schedule shows that the SBC will choose and vote on one preferred new building option and two addition/renovation options on June 4<sup>th</sup>, which will then be submitted to the MSBA.

## 7. Formation of Additional Working Groups:

T. Elmore of DWMP started out by commending the Educational Working Groups for their exceptional work and dedication to the project. He followed up by specifying that the project is beginning to move toward other elements as the process evolves, and it is important for us all to understand the cost effects for both Lanesborough and Williamstown. He suggests that the formation of a Financial Working Group will address questions in relation to budget challenges and cost accuracies, and a Sustainable Building Working Group can begin to explore what sustainable options would be good for the community.

As a Sustainable Working Group example, he stressed the importance of having somebody that speaks for school policy in terms of sustainability, maintenance, and on-going commitment of sustainable options such as recycling, etc. Having these working groups gives them the opportunity to meet and speak with experts in regards to both Finance and Sustainability who can then report back to the SBC with what they have discovered and/or developed.

The committee agreed to begin the formation of both Working Groups. C. Greene, Chair of the School Committee, and H. Daley plan to reach out to a few suggested members from each community in an effort to form these working groups. The SBC plans to begin exploring Town Finance Committees, Williamstown Facilities Staff and the group of people involved in the sustainability element of Lanesborough Elementary as areas that have a potential for working group member recruitment.

Based upon discussion, tentative members of the working groups are as follows:

### Finance Working Group:

- *Hugh Daley – offered to start out as the lead for this working group*
- *Chris Galib is in the process of recruiting a member from the Lanesborough Finance Committee*
- *Nancy Rauscher (suggested by C. Greene)*
- *John Benzinger (suggested by C. Greene)*
- *Sheila Hebert, member of the MG School Committee (suggested by C. Greene)*

### Sustainable Building Working Group:

- *Jesse Wirtes*
- *Thomas Bartels, tentatively (T. Bartels also suggests a member of his firm, and will report back to the committee on their availability)*
- *Wendy Penner, new member of the MG School Committee (C. Green to reach out to her and report back to the committee on their availability)*
- *Dave Vogel, tentatively*

The committee believes that it would be wise to assign SBC members as working group leads for reporting purposes. An update on the formation of these working groups will be given at the next SBC Meeting in one week. P. Consolini suggests that the SBC members ask people who they think may be interested or may be a good fit if they will join these groups.

#### **8. Design and Site Option Review:**

The Chair of the Committee began by introducing the Designer, Design Partnership (DPC), and the OPM, Dore and Whittier, to the audience. He went on to explain that the options DPC will be reviewing in the presentation are *conceptual* and will be further developed based off of community and SBC input. Upon completion of the design and site option development on June 4<sup>th</sup>, the SBC will vote for **one** New Design Building Option and **two** Addition/Renovation Design options to submit to the MSBA for review.

Along with large scale print-outs of each option displayed around the room, DPC provided the SBC and the audience with a handout of their PowerPoint presentation, including aerial satellite and floor plan images of each of these options, as well as the pros and cons. B. Bell of DPC went through the pros and cons of the 9 options, in addition to a base renovation, and explained their idea and reasoning behind them all. Attached to these minutes is a copy of the handout for the record of that presentation.

Throughout the review, the SBC and the audience members raised a lot of very good questions, concerns, comments and suggestions for the development of building. DPC and DWMP did their best to answer all questions, and made note of any feedback they received.

After DPC completed their presentation, the SBC and the audience members were given stickers to place on the print-outs of their first and second choices of both New and Add/Reno Options, as well as write comments/suggestions. This exercise will give the Designers an idea of what the community values and what they have in mind for design and site opportunities.

The video of this presentation will be available online in the School Building Committee section on the Willinet website. Paula, the lead of the Community Outreach Working Group asked that the community continues to give their feedback via social media or the suggestion boxes located around the District.

In addition, the SBC members have scheduled a similar presentation in Lanesborough on May 28<sup>th</sup> for more feedback.

#### **9. Other Business not Anticipated 48 hours prior to Meeting:**

The Community Outreach Working Group reported that the Info Session held at Lanesborough Elementary on May 5<sup>th</sup> received a lot of good feedback and questions about

the process. P. Consolini is currently waiting to hear back from the Town Libraries to see if these floor plans can be displayed for the public to see throughout the remainder of the development process.

#### 10. Next SBC Meeting(s) and times

The Committee discussed holding the next SBC Meeting at Lanesborough Elementary School, with the idea of rotating meeting locations between there and Williamstown. After discussion, the committee agreed that live video coverage of the meetings is important, and decided to continue holding the SBC Meetings in Williamstown, for now, since that option is not available in Lanesborough. In lieu of holding the SBC Meeting in Lanesborough, a repeat of the presentation given tonight will be held in Lanesborough on May 28th.

*Next three meetings/presentations are as follows:*

- a. Thursday, May 21<sup>st</sup>, 2015 at 5:30 PM
- b. Thursday, May 28<sup>th</sup>, 2015 – Lanesborough. Time TBD.
- c. Thursday, June 4<sup>th</sup>, 2015 at 5:30 PM, followed by a Community Meeting at 7:00 PM

#### 11. Adjourn

***Motion to adjourn by C. Greene, 2nd by M. MacDonald. VOTE: unanimous to approve. Meeting adjourned at 8:45 PM***

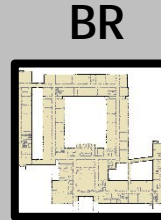
#### **DORE AND WHITTIER MANAGEMENT PARTNERS, LLC**

Rachel Milaschewski  
Dore & Whittier Management Partners, Project Manager

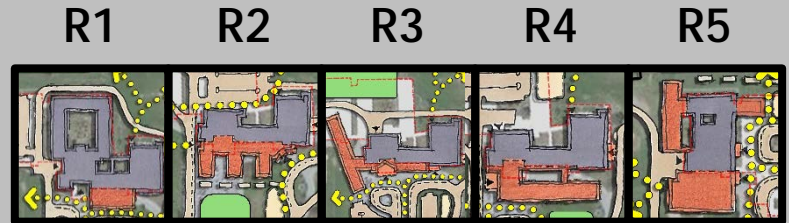
Cc: Attendees, File

**The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After 10 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.**

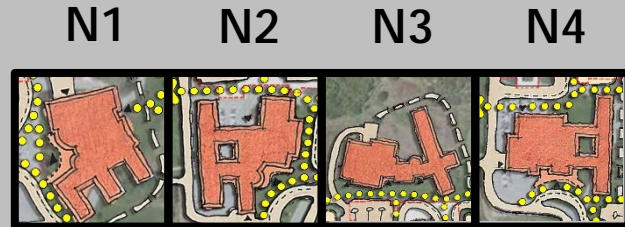
# Base Repair (BR)



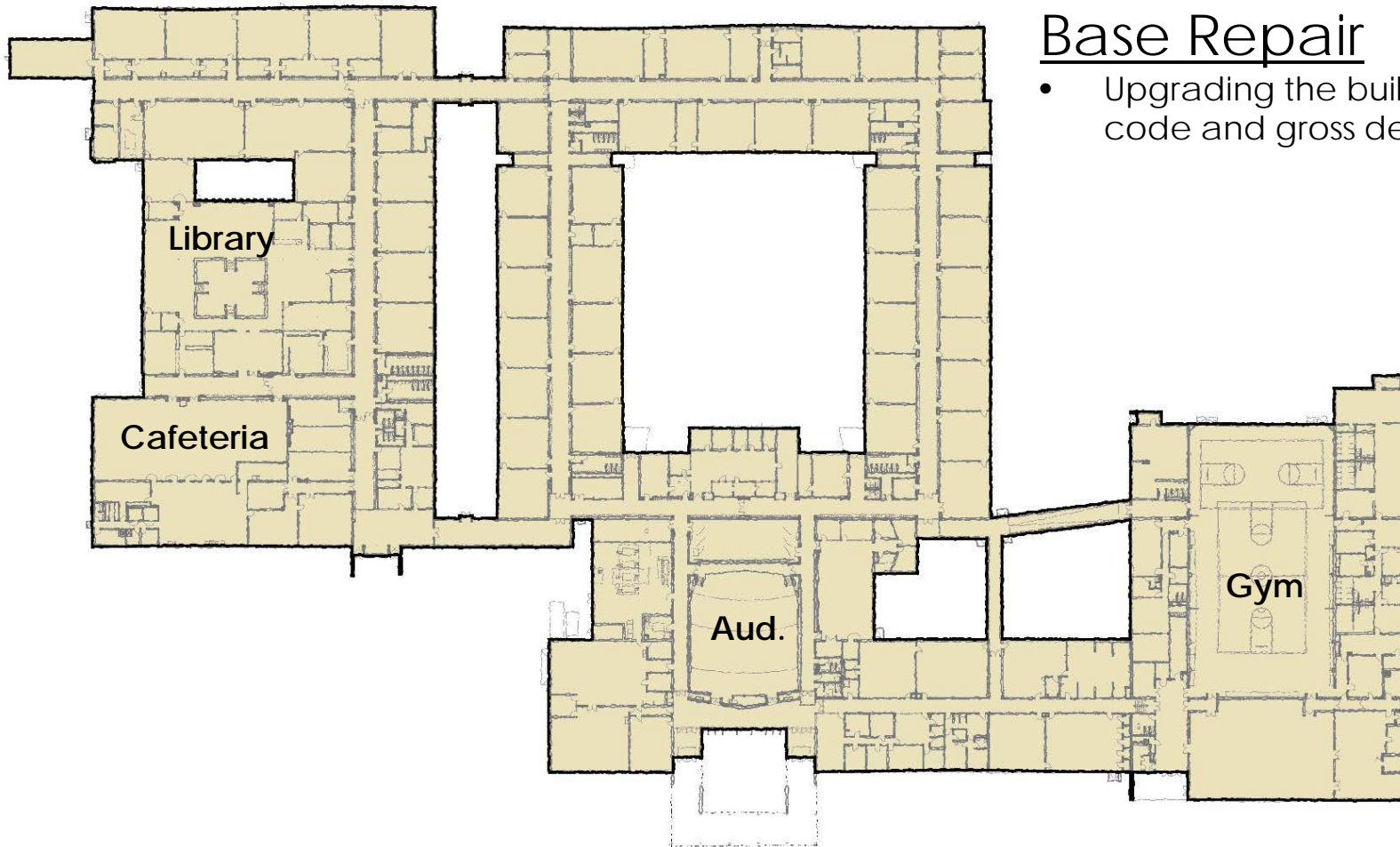
# Addition + Renovation (R)



# New Construction (N)



# Base Repair



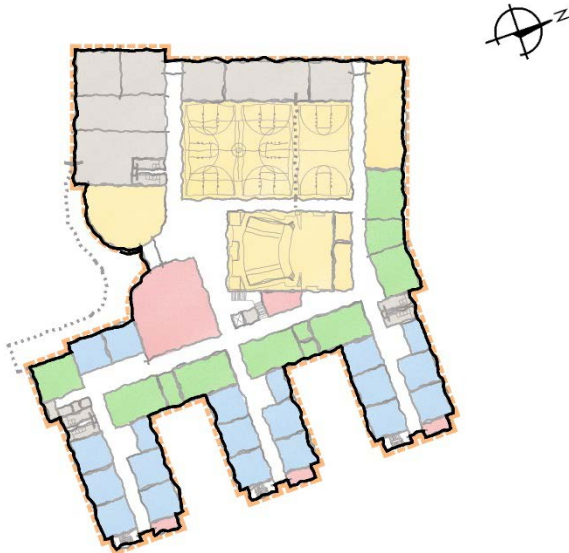
## Base Repair

- Upgrading the building for code and gross deficiencies





# Scheme N1 - New Construction



## PROS

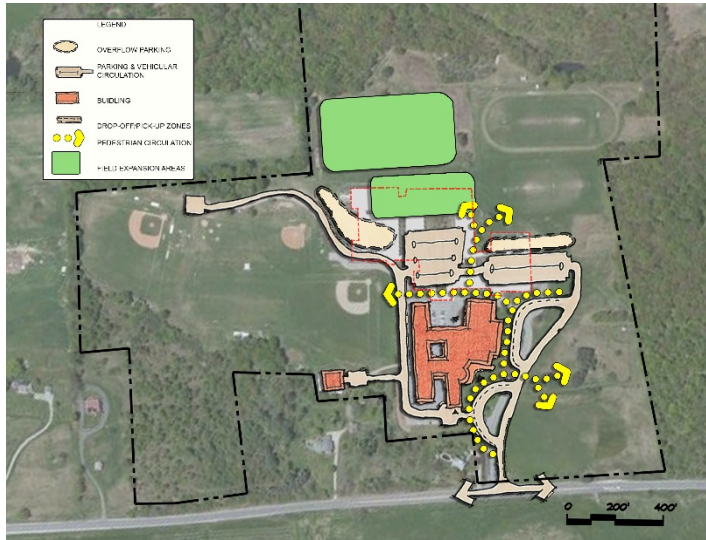
- Building visible from street
- Field expansion to the west
- Parking and service less visible
- Parking convenient to school and fields
- Easily phased construction project, and minimal disruption to school operations
- Short utility runs
- One primary entrance / better orientation for security
- New building envelope and compact new plan promotes energy-efficiency
- New construction allows for better program adjacencies in achieving educational goals
- Good separation of academic and community spaces
- South-facing entry
- Administration in "flow" of academics

## CONS

- Entry not visible from street
- Parking deep into site
- Does not take full advantage of views
- Circulation pinch point
- Parking not direct to main entry
- Media Center & Large Group Room on 2<sup>nd</sup> floor
- Classrooms not contiguous



# Scheme N2 - New Construction



## PROS

- Building and entrance visible from street
- Field expansion to the west
- Parking less visible
- Staff and student parking separated
- Easily phased construction project, and minimal disruption to school operations
- Short utility runs
- Courtyard for secured outdoor learning
- New building envelope and compact new plan promotes energy-efficiency
- New construction allows for better program adjacencies in achieving educational goals
- Good separation of academic and community spaces
- Contiguous classrooms for educational flexibility
- Classrooms have prime views

## CONS

- Parking far distance from main entry
- Auditorium/ Gym entry in "rear" of building
- Less compact site development
- Building separates fields from site entrance
- Service and classroom in close proximity to neighbors
- Parking deep into site
- North-facing entry
- Dual-entry not ideal for security
- Administration not in "flow" of academics

# Scheme N3 - New Construction

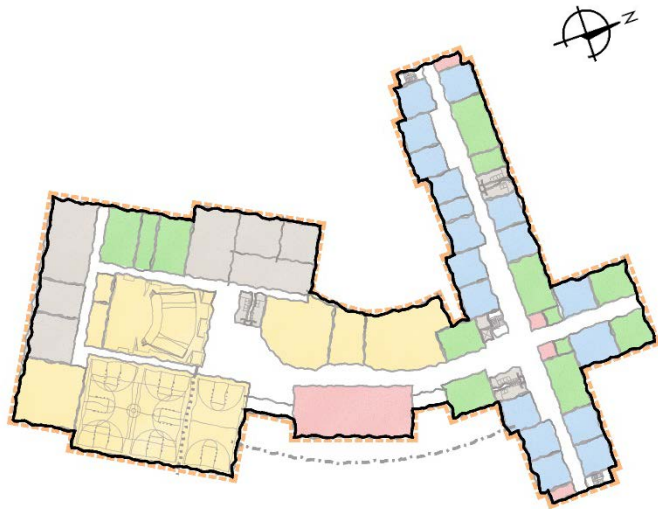


## PROS

- Building perched up on back portion of the property
- Expansive views of the Berkshires
- Pastoral entry progression to the building
- Building a focal point on the land
- Prime views from entry
- Field expansion to the east viewed along entrance drive
- Easily phased construction project, and minimal disruption to school operations
- New building envelope promotes energy-efficiency
- New construction allows for better program adjacencies in achieving educational goals
- Good separation of academic and community spaces
- Contiguous classrooms for educational flexibility

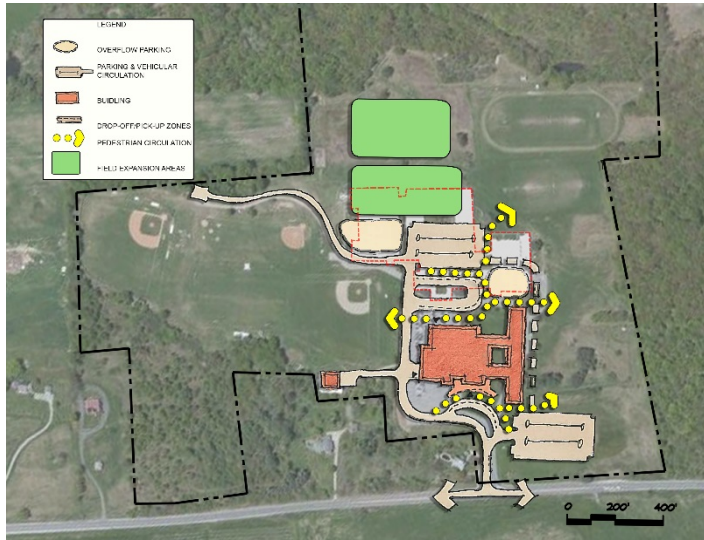
## CONS

- Approach to building is through large paved area
- Less compact plan
- Parking deep into site
- Possible impact on environmental buffers to the west
- Administration not in "flow" of academics
- Long utility runs





# Scheme N4 - New Construction



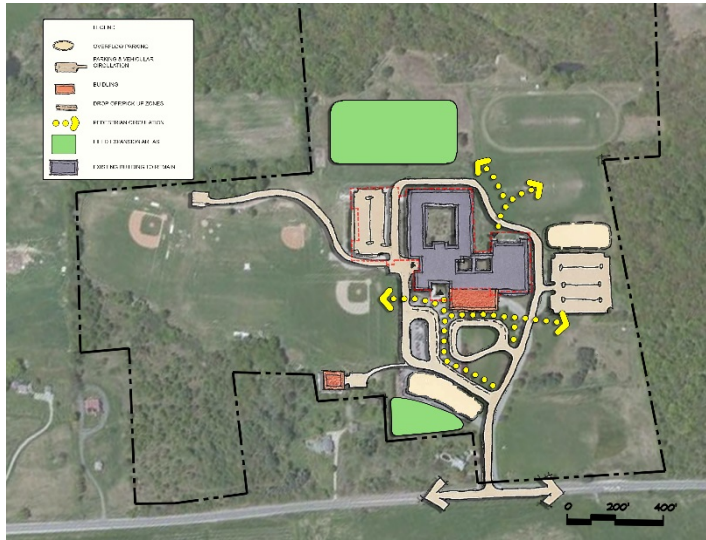
## PROS

- Building and entry prominent to street
- Large area for field expansion to the west
- Compact plan
- Prime views
- Shorter utility runs
- Good supervision
- Courtyard for secured outdoor learning
- Easily phased construction project, and minimal disruption to school operations
- New building envelope and compact new plan promotes energy-efficiency
- New construction allows for better program adjacencies in achieving educational goals
- Good separation of academic and community spaces
- Contiguous classrooms for educational flexibility

## CONS

- Building in closer proximity to neighbors
- Parking deep into site
- Dual-entry not ideal for security
- Administration not in "flow" of academics
- Circulation pinch point
- View of building from road is over paved parking

# Scheme R1 - Addition + Renovation

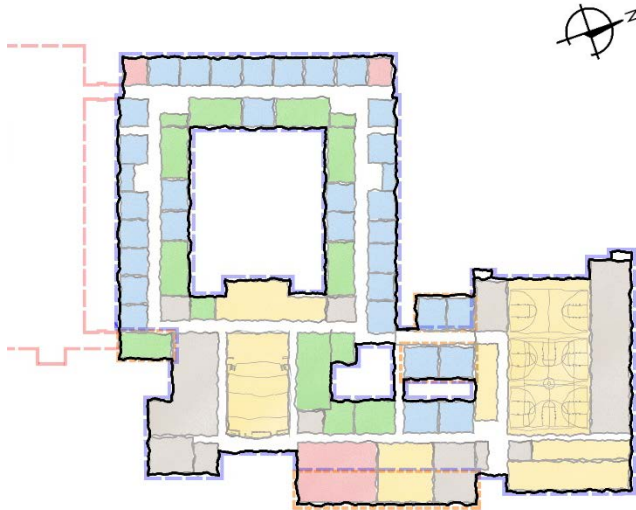


## PROS

- o Takes advantage of smaller classrooms
- o Substantial re-use of building promotes sustainability
- o Media Center centralized
- o Improves building visibility from street
- o More science and classrooms abutting courtyard
- o Takes advantage of larger existing auditorium
- o New addition provides new "face" for building
- o Separate bus drop-off/pick up located at in close proximity to main entrance
- o Field expansion to the east and west
- o Staff and student parking separated
- o Small building addition on site
- o Emergency access provided around building
- o Improves existing maze-like circulation

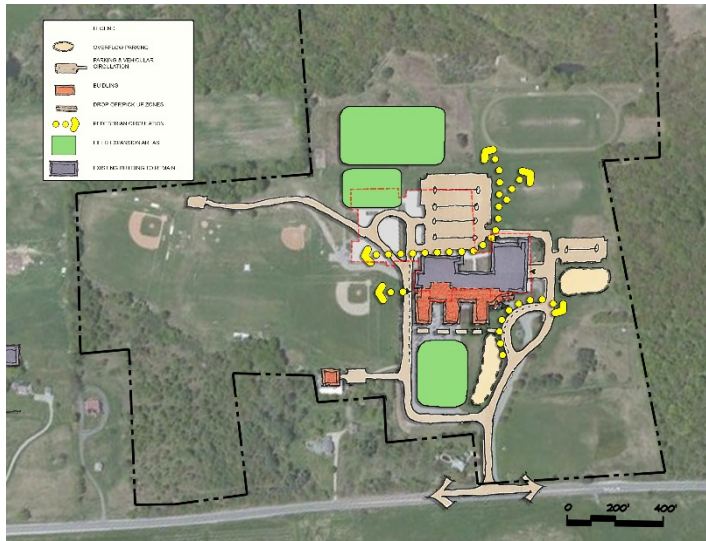
## CONS

- Smaller Classrooms
- Complex phased project
- Some program adjacencies compromised due to re-use of existing building
- No clear separation of academics and community spaces
- Administration not in "flow" of academics
- Dual-entry not ideal for security





# Scheme R2 - Addition + Renovation



## PROS

- Re-use of building promotes sustainability
- Improves building visibility from street
- Parking located behind building
- Improved project phasing minimizes impact on educational operations
- Takes advantage of larger existing auditorium
- New addition provides new "face" for building
- Administration more in "flow" of academics
- Field expansion to the east and west
- Staff and student parking separated
- Good classroom orientation and views of open space and Berkshires

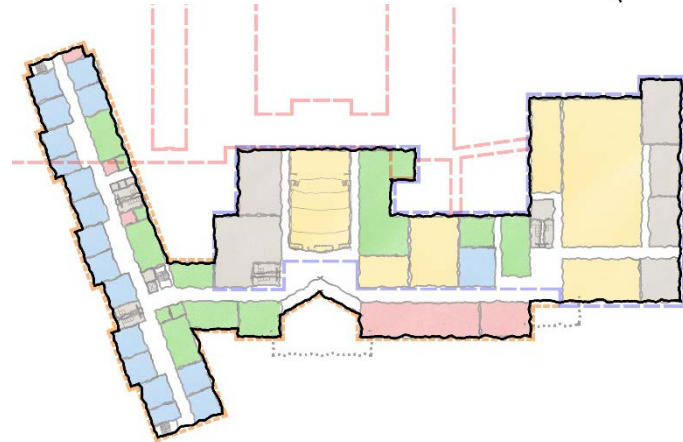
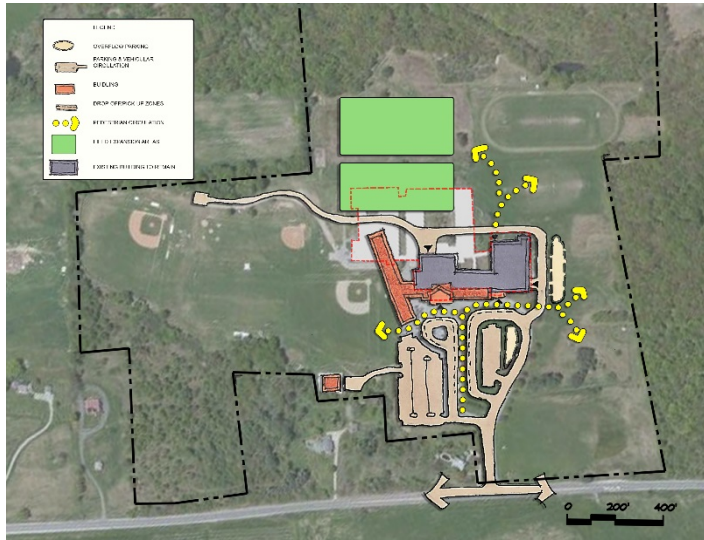
## CONS

- Some program adjacencies compromised due to re-use of existing building
- No clear separation of academics and community spaces
- Parking not immediately adjacent to main entry
- North entry
- Tech. spaces fragmented
- Dual-entry not ideal for security
- Separate service entrances
- Classrooms are non-contiguous





# Scheme R3 - Addition + Renovation



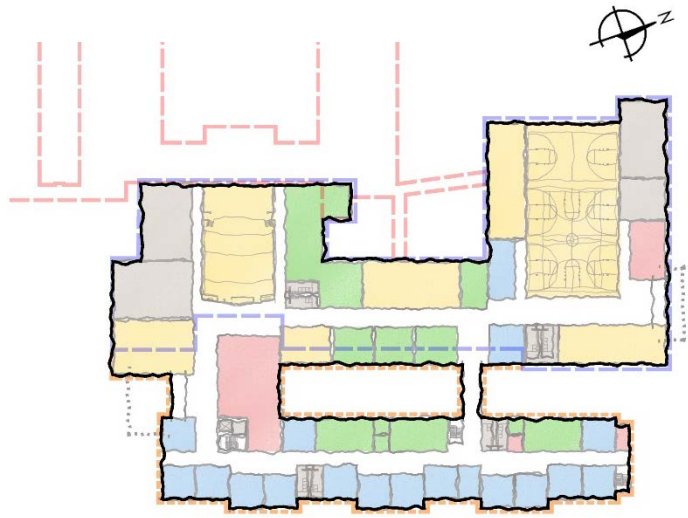
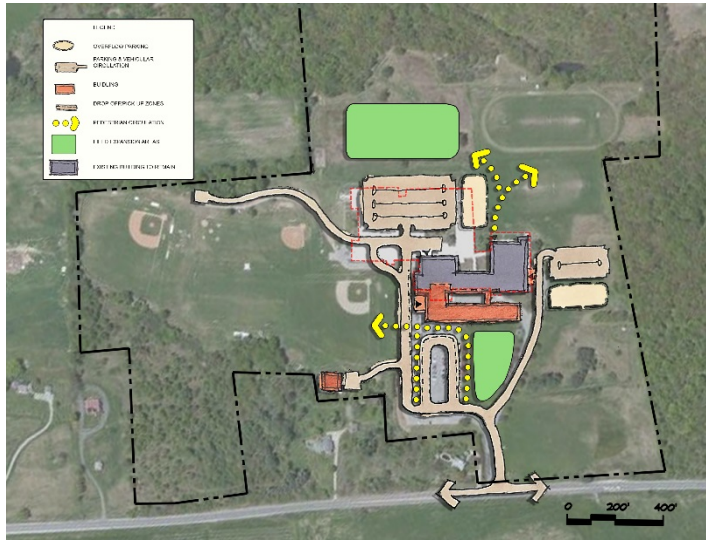
## PROS

- Re-use of building promotes sustainability
- Improves building visibility from street & building entrance visible upon arrival
- Takes advantage of larger existing auditorium
- New addition provides new "face" for building
- Car and bus drop-off/pick-up areas separate but in close proximity to each other and main and event entrance
- Field expansion to the west with good connection to north and south fields
- Expansive classroom views
- Classrooms are contiguous

## CONS

- Some program adjacencies compromised due to re-use of existing building
- Complex phased project
- No clear separation of academics and community spaces
- Tech. spaces fragmented
- Separate service entrances
- Administration not in "flow" of academics
- More parking visible upon entry and to the abutting neighbors
- Classroom wing requiring retaining wall and lack of emergency access around wing without relocating ball field

# Scheme R4 - Addition + Renovation



## PROS

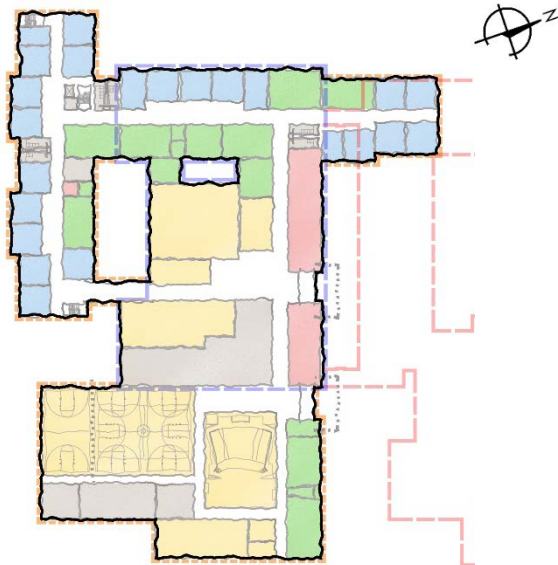
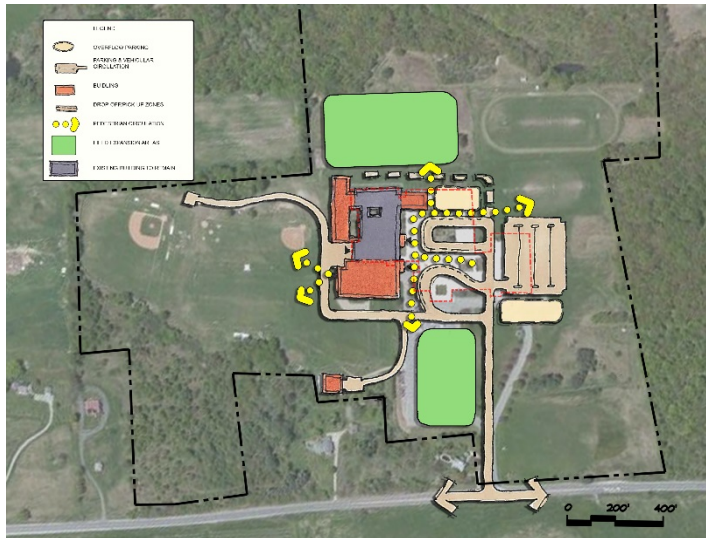
- Re-use of building promotes sustainability
- Building visible from street
- South entry
- Improved project phasing minimizes impact on educational operations
- Parking located behind building
- Takes advantage of larger existing auditorium
- New addition provides new "face" for building
- One service entrance
- Administration in "flow" of academics
- Expansive classroom views
- Classrooms are contiguous

## CONS

- Some program adjacencies compromised due to re-use of existing building
- Entry not immediately evident upon arrival
- Less compact site design
- No clear separation of academics and community spaces
- Dual-entry not ideal for security
- Poor solar orientation for classrooms



# Scheme R5 - Addition + Renovation



## PROS

- Re-use of building promotes sustainability
- Better separation of academics and community spaces
- One service entrance
- Some expansive classroom views
- Consolidation of tech. and arts programs
- Consolidated parking set away from building with only one bus crossing point
- Separated bus and car lanes in close proximity to each other and close to main entrance and event entrance
- Field expansion to the east and west
- Easy access to fields
- Compact site plan centrally located

## CONS

- Some program adjacencies compromised due to re-use of existing building
- Complex phased project
- Main entrance and event entrance on shaded north side of building
- Building entry deep into site
- Parking deep into site
- Administration not in "flow" of academics
- All classrooms do not have ideal solar orientation
- Not all classrooms are contiguous
- Southwest portion of building located on slope draining towards building
- Southeast portion of building impacting baseball field requiring relocation