

**BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES**

**PROJECT:** Bristol Warren Regional School District  
**LOCATION:** Reynolds Building, 1<sup>st</sup> Floor Conference Room

**MEETING DATE:** August 10, 2023

**ATTENDEES:**

- |   |   |  |  |   |
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| <p>SBC (Voting):</p> <p>PMA:</p> <p>PE (Designer):</p> <p>Guests:</p> | <p><input checked="" type="checkbox"/> Ana C. Riley (AR)</p> <p><input checked="" type="checkbox"/> Steve Contente (SCo)</p> <p><input checked="" type="checkbox"/> Danielle Carey (DC)</p> <p><input checked="" type="checkbox"/> Steve Calenda (SCa)</p> <p><input checked="" type="checkbox"/> Chad Crittenden (CJC)</p> <p><input checked="" type="checkbox"/> Joe Drown (JD)</p> <p><input type="checkbox"/> Manuel Cordero (MC)</p> <p><input type="checkbox"/> Greg Simmons (GS)</p> <p><input type="checkbox"/> Kerri Cronin (KC)</p> | <p><input checked="" type="checkbox"/> Adam McGovern (AM)</p> <p><input checked="" type="checkbox"/> Kate Michaud (KM)</p> <p><input checked="" type="checkbox"/> Tim Sweeney (TS)</p> <p><input type="checkbox"/> Chris Carroll (CC)</p> <p><input checked="" type="checkbox"/> Mark McCarthy (MM)</p> <p><input type="checkbox"/> Kris Bradner (KBr)</p> <p><input type="checkbox"/> Carly Reich(CR)</p> <p><input checked="" type="checkbox"/> Nicky Piper (NP)</p> | <p><input checked="" type="checkbox"/> Tara Thibodeau (TT)</p> <p><input checked="" type="checkbox"/> Michelle King (MK)</p> <p><input checked="" type="checkbox"/> Ed Tanner (ET)</p> <p><input checked="" type="checkbox"/> Walter Hartley (WH)</p> <p><input checked="" type="checkbox"/> Lisa Pecora (LP)</p> <p><input checked="" type="checkbox"/> Jess Farber (JF) CMTA</p> <p><input checked="" type="checkbox"/> Matthew Cabral (MC)</p> <p><input type="checkbox"/> Kathryn Brown (KB)</p> | <p><input checked="" type="checkbox"/> Frank Caliri (FC)</p> <p><input checked="" type="checkbox"/> Dennis Morrell (DM)</p> <p><input checked="" type="checkbox"/> Aaron Ley (AL)</p> <p><input checked="" type="checkbox"/> Nicholas Hull (NH)</p> <p><input checked="" type="checkbox"/> Robert Bell (RB)</p> <p><input checked="" type="checkbox"/> Dianne Sanna (DC)</p> <p><input type="checkbox"/> Joe da Silva</p> |
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**GENERAL**

Item	Action	Notes
05/31/23:01	SBC	<b>Open Meeting: Update 08/10/23:</b> Attendance noted above, <b>13</b> members ( <b>13</b> voting) present. Meeting called to order at <b>8:32</b> AM by <b>CC</b> .
05/31/23:02	SBC	<b>Public Comments: Update 08/10/23:</b> None.
05/31/23:04	SBC	<b>Approval of Minutes: Update 08/10/23:</b> Approval of minutes from 7/27. Motion: <b>AM</b> Seconded: <b>AL</b> Discussion: Vote: All in favor ( <b>13</b> Yes, 0 No, 0 Abstain)

**DESIGN**

Item	Action	Notes
05/31/23:06	PMA	<p><b>Stage II Update:</b></p> <p><b>Update 08/10/23:</b> PMA runs through an update of where we are in the RIDE process. PMA notes next major scope is the estimating sessions that are ongoing. PMA shows the Stage III and Stage IIII steps that will be taking place soon. PMA shares the progress update for the project team and all the events that have been attended. PMA also noted that geotechnical borings are likely to be scheduled for sometime next week at the high school site. PMA also notes we have a Historic Commission update on 9/7.</p> <p>PMA goes over overview of the RIDE meeting that we had with the team last week. PMA notes we talked with the site alternatives and RIDE was impressed with how many sites we looked at and they had no concerns on that end. Touched on enrollment and the space summary for the high school, checked methodology that PE used to calculate, and RIDE was okay with that.</p> <p>PMA notes RIDE agreed we would not be able to get the reimbursements through FCI process. Talked delivery methods with RIDE also and PMA notes all three options were still on the table. We can look more into this once we have estimates and can decide based on cost.</p> <p><b>Legislative Updates:</b> MBEWBE is now 15%. PMA also notes that the bonus extension is now 6/30/24 and the completion deadline is 6/30/29. \$/SF cap at \$529 confirmed, RIDE assured this would not change in the foreseeable future and budgets/reimbursements calculations should be based on the current. Bonuses were also discussed at this time and RIDE reconfirmed that all projects would receive the same reimbursement as the new construction project. PMA notes we are targeting 5 bonuses for a total of 25% but we are capped at 20%. AR notes RIDE said they would provide a letter stating if we meet all dates and deliverables BWRSD would achieve all the targeted bonuses. AR notes the target is = 83%. NP asks when we would get the letter? AR says she can follow up and ask RIDE to get that as soon as possible.</p>
06/29/23:01	PE	<p><b>Educational Programming:</b></p> <p><b>Update 08/10/23:</b> Not discussed in this meeting.</p>
06/29/23:03	PE	<p><b>Existing Condition Evaluation: Update 07/27/23:</b> Traffic study reports in progress. Demographic study final report has been received. Hazmat review reports for Kickemuit and Guiteras are forthcoming. Code/Accessibility reports have been issued and are being incorporated into repair costs. Existing conditions reports for cost estimates are underway. Geo-environmental studies are underway and there will be a draft available next week. PE plans to apply for technical review meeting with Town departments soon. Concept review with Bristol Fire Dept. for HS and Colt-Andrews ongoing. Integrated design meetings scheduled for first week of august to review systems and CHPS. Technology meeting on 8/9. Geotech drilling on 8/17 and 8/18. Neighborhood meeting for HS project to be scheduled. Technical review with</p>

		Town departments TBD. Planning Board review in Sept for Oct meeting. <b>Update 08/10/23:</b> PE notes the traffic study has been complete and they have received hazmat reports for all the schools. Technical review with town departments is currently being scheduled by PE.
07/13/23:01	PE	<b>Historic Commission Review: Update 08/10/23:</b> Historical Commission meeting #2 is scheduled for 9/7. Discussion will be about the different site options regarding Colt Andrews and the street in between.
06/29/23:04	Closed	<b>Mt. Hope FCI Score Review:</b> There was a question regarding the FCI score for MHHS being below the score that would enable 5 bonus points. AR advised that the team could review with RIDE and specifically with Mario to see if there could be a priority review given to MHHS that would possibly provide a revised rating that could potentially allow for more bonus points. PMA advised that this should be brought up with RIDE on the Thursday 6/1 call. <b>Update 06/29/23:</b> Not discussed during meeting. needs to be reviewed further once all existing conditions reports are finalized by PE. <b>Update 07/13/23:</b> Ongoing currently. <b>Update 07/27/23:</b> No Action items currently. <b>Update 08/10/23:</b> Closed item at this time.
06/29/23:09	Closed	<b>Preferred Solution &amp; Recommendation: Update 07/27/23:</b> Item Not Discussed. Preferred solution for Mt. Hope closed. Other schools remain open.
		<b>Comparative Cost Estimates Analysis: Update 07/27/23:</b> Not discussed. No action items at this time. <b>Update 08/10/23:</b> PE notes the packages are with the estimator, may have some preliminary numbers in two weeks for the next meeting. PMA notes we may want to schedule an 8/31 SBC meeting. Gives us more time for scope design if we have to review this on 9/7. Estimators are currently working on budgets for the work that was identified in Stage I for the elementary and middle school work.
07/27/23:01	PE	<p><b>Design Updates:</b>  <b>Update 08/10/23:</b> PE also notes they submitted an application to meet with town council, in clerks hands now. PE has submission for technical review that LP will drop off today after the meeting. PE working on NE CHPS. Has documents for tools for schools and schools as a tool. PE notes they walked the high school with the code consultant the other day to go over items that will be addressed in the stage II submission. PE has also met with the FFE/IT consultant to go over the needs. High school needs will be addressed in addition to the other schools potentially needing some of these items. Still need date for the neighborhood meeting. Security meeting should be scheduled for the end of the month. Elevator consultant needs to be rescheduled from the 14<sup>th</sup>; school closed. PE working on this.</p> <p><b>Jess Farve from CMTA Systems Update:</b>  <b>Summary of visioning session:</b> JF notes they had the group prioritize what was most important for the district in regard to the building systems. PE shows the results of the survey that was done live in the meeting. JF notes they benchmarked the school's usage data and shows a graph up on the screen. JF says we want to be in the mid 20's range and Colt is over 50. JF notes these results are with the current building systems and if you were to just add AC to one of the buildings it would make it worse. JF also notes if we want to eliminate fossil fuels he would like to know because it changes the systems drastically. Big gap we need to work on here.</p> <p><b>High School:</b>  Four Different Building System Options - GSHP, Electric VRF, Electric GSHP/ASHP, Natural Gas VAV  JF notes these would be the options for the other schools as well.  JF shows some cost data for the systems. Th highest initial cost is the GSHP but it is the lowest 30 year life cycle cost. JF notes the inflation reduction act gave a ton of money for offsetting energy costs. JF notes these numbers are specific to the high school. GSHP around 16M cost, most efficient system but the most costly up front. Inflation reductions act has 30-40% or the entire system which would be around 5M off of the GSHP cost. SCA asks how the district would receive the Inflation Reduction Act money? JF says there is a direct payment that comes from the IRS that the government is working on now. JF also adds that the IRA is not a grant so were not competing with anyone but it is not a guarantee that we get the funding. The future replacement cost that is shown on the chart is adjusted to the year the equipment would need to be replaced.</p> <p>JF notes the VAV system is the cheapest energy cost and upfront cost. However, there are no IRA incentives on this one.  NP notes that the higher initial cost is a big shock to the community members, but that cost is reimbursed by RIDE through the project cost, however the higher maintenance costs from the other systems are coming out of the tax payers money.</p>

JD notes Dr Da Silva recommended the geothermal system in the previous meetings. SCa likes the geothermal but he also sees the natural gas option as worrisome because of the cost of gas could change drastically and increase. All comes back to if they want to go emissions free. SCa notes these incentives could go away and we could not get them and wants the committee to be aware of this. JF notes you need to be complete with the entire project before you can apply for the incentives. KM asks if the district's schools participate in net metering, JF notes they used .182 kwh. AR notes they only have a 3 or 5 year deal for net metering. KM says her town has a 20-year deal for their metering. JD asks about Air conditioning. JF notes all buildings will be fully air conditioning. JF notes any system with heat pumps can have AC, it just reverses the system. NP asks about the annual costs compared to existing annual costs. FC will work and get these numbers. JF shows the same building systems options with solar on site on the building itself or around the building. Option for geothermal has the lowest energy use so it is the cheapest option for adding solar too, don't need as much power. JF notes you can't be zero emissions with the gas VAV's but they try and overcome the usage with the green options. AR asks if the RI incentives are annual or yearly, JF says they are just one time. TS asks if there are risks to going geothermal? JF says not really. FC says its probably the safest and most efficient of heat transfer.

### **Elementary School and Middle School Site Improvements**

**Hugh Cole:** PE shows a different bus/parent loop. PE notes parents queue up in front and the bus's go around the back of the school. AR says the kids go to the cafeteria in the beginning of school. PE is looking at making improvements to the paly area behind Hugh Cole as well. TT asks about the bus loop and morning recess that takes place behind the school. PE notes they can move the students to different areas or add fencing to the areas to keep the kids separate from the bus's dropping off. LP notes the parking areas out back aren't in that bad of shape and just need to be sealed and patched but the drive back there needs to be replaced and repaved. PE notes this system of drop off would relieve all of the traffic on the road to Hugh Cole. SCa notes we need good signage around the school to keep parents from coming in weird places. SCo asks if we could put the play area in front of the bus loop so there is no crossover whatsoever. JD says they will take a look at this because they don't want the early morning recess to be intertwined with the buses.

**KMS:** PE working on one main entrance to the middle school. Parents are concerned about only having one entrance into the school, but the Principal and District agree it's a safety issue. Orchard Ave does not seem like it is an option, not open to thru traffic. PE has other options if we can't use Orchard. PE can touch base with DM on this and sit down and discuss the plan moving forward. Tara asks about the DOT grant that was looked at? AR says we got rejected by DOT for the grant. PE says with this design we will repave the entire parking lot. AR suggests adding a gate to orchard drive that is only available to fire/police only to prevent people from driving through here. PE will update this plan and get back to us.

### **ES/MS updates:**

**Enrollment Projections:** BB talks about the projections. PE notes the transition students will still be needed to be added to these enrollment projections. PE shows the grade reconfiguration of 5<sup>th</sup> grade to the middle school and the impact on the other elementary schools.

**Colt Andrews:** 399 students, 4 classrooms per grade, not utilizing every space and health would have to be in the gym or moved by classrooms. PE notes there is a possibility to move one of the walls in the library to get more space for rooms. BB notes we can add more classrooms on the lower level, but the district said they don't like using the lower levels. BB says they are working on keeping the same grades on the same levels at the two schools. Colt does not have this capability. AR notes one floor doesn't even have 4 rooms. PE says these diagrams are pretty much maximized. PE notes new enrollment is 20 students per room for Rockwell and Colt Andrews, 19 for Hugh Cole. AR notes there is still room for expanding the kids per classroom number, 24 is their max number. AR says they have space at Hugh Cole to bring some students back into the district once the grades are reconfigured if needed. AR says PE is looking at the students that are currently out of the district and working on getting them back. Utilization rate will be recalculated based on the new numbers.

### **ES's:**

**Guiteras:** 0 classrooms available, art and music currently share rooms

		<p><b>Hugh Cole:</b> 6 classrooms available once 5<sup>th</sup> grade is moved and Guiteras is closed (8 classrooms if music is done on the stage)</p> <p><b>Rockwell:</b> 0 classrooms available is art and music are separate. This includes adding a PreK. Allows room for special ed and music as well. TS asks if any classrooms have expanding walls? BB notes this is something we can look into if desired and it is possible to do. PE sees it all the time.</p> <p>SCo doesn't like the two classrooms in the basement of colt school. AR says they originally had three classrooms and none were in the basement. AR asked PE to design for 4 classrooms so they have some flexibility. AR says it is an option to move the 3<sup>rd</sup> grade up if the classrooms aren't all used. SCo notes people will be disappointed that the classrooms were still going to be in the basement. AR suggests showing the layout as show it as 3 classrooms so there are none in the basement and PE will work on this.</p> <p><b>KMS:</b> 2 classrooms available when 5<sup>th</sup> grade is moved in. PE keeping 5/6 grade on first floor and 7/8 on the second floor. PE notes there are a lot of "wet classrooms" that are ready for science that allowed us to move 7/8 up to the second floor. This drawing includes a 3<sup>rd</sup> art room that is needed for a scheduling basis. PE notes all students are getting dropped off at the same entry. Security vestibule is going to be difficult to design and the meetings with security consultant will be important here. NP notes she talked to people about 5<sup>th</sup> grade moving to KMS and parents wanted to have separate entrances. DM notes this was discussed and for security reasons one entrance makes more sense and the kids even take the buses together. PE has been working on something on the interior to make it seem like there is a difference between the two schools. Tara asks about the timeline of this work? AR says we need the timeline for the work being done. 5<sup>th</sup> grade would move September 2026. AR says she is recommending the school committee we move 5<sup>th</sup> grade regardless of the vote in November.</p> <p><b>HS Design Update:</b> Cost exercise with estimators currently.</p>
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#### SCHEDULE

Item	Action	Notes
05/31/23:08	PMA/PE	<p><b>Schedule Update:</b></p> <p><b>RIDE Process Overview:</b></p> <p><b>Update: 08/10/23:</b> No issues, on target. See Key dates/ Next steps.</p> <p><b>RIDE Stage II Designer Workplan:</b></p> <p><b>Update 08/10/23:</b> No issues, on target.</p> <p><b>Master Project Schedule:</b> No issues, on target at this time. PMA runs through the project schedule. PMA notes we are still on target for the 9/15 submission date for Stage II. AR notes the language of the referendum is just a plug in of the number being voted on. Someone else decides the questions and the district provides the number. Community walkthrough 9/9. Possibly followed by an abutters meeting before or after.</p>
05/31/23:09	ALL	<p><b>Key Dates: Update 08/10/23:</b> RIDE Stage II Submission Deadline. <b>18Sep23:</b> Board of Elections Approval of Referendum Question(s). <b>07Nov23:</b> Project Funding Authorization Vote. <b>19Dec23:</b> RIDE Stage II Approval Target. <b>30Dec23:</b> Construction Manager Awarded</p> <p>Schedule 8/31 for additional SBC meeting. Warren town council is 9/12. SC is 9/11. Maybe JFC after warren town council. AR to follow up. Submission date for stage II is 9/15.</p>

#### BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	<p><b>Project Budget:</b></p> <p><b>RIEBF:</b> The committee asked if REIBF funding would be a possibility. The committee noted that East Providence received funds through this program for their new school. PMA advised that this will be further discussed and may be discussed with RIDE on the 6/1 Thursday call. <b>Update 06/29/23:</b> Item not discussed. To be reviewed at next meeting with RIDE. <b>Update 07/27/23:</b> This item needs to be reviewed at the submission of Stage 2. Placeholder for now.</p> <p><b>Update 08/10/23:</b> No issues currently, budget will develop as project scope becomes more defined and available.</p> <p><b>RIEBF:</b> This item needs to be reviewed at the submission of Stage 2. Placeholder for now.</p>

#### MISCELLANEOUS

Item	Action	Notes
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05/31/23:10	PMA/SBC	<p><b>Project Communication/Community Outreach: Update 08/10/23:</b> The website continues to be updated with information. PMA shares an update on events the team had been attending. Class of 2027 Welcoming 8/23. PMA shows a list of different schools we could tour to see the different CTE programs. AR notes we could do cape cod tech and Durfee or east providence and Lincoln. Schedule Minuteman for the morning and Somerville afternoon. On the second date we could do Cape cod tech and Durfee. AL wants to see East Providence because a lot of people look at east providence. AR can try to get in East Providence for 8/25. PMA/PE will work on the other schools.</p> <p>NP asks if we are going to do tours of our own high school. NP wants to do a tour for community members that isn't tied into a community event. CC notes we could do it the same day as the class of 2027 day. Possibly do it the day after. 9/8 is the first home football game. Looking at 8/26 Saturday possibly. If that doesn't work looking at 9/9.</p> <p>Sco noted it would be good to have the hydrology and geotechnical reports for the neighborhood meeting that is getting scheduled.</p>
05/31/23:11	Record	<p><b>New Business: Update 08/10/23:</b> No new business at this time.</p>
05/31/23:12	Record	<p><b>Adjournment: Update 08/10/23:</b> Next meeting date is Thursday August 24, 2023 @ 8:30AM.  <b>Motion: KM Seconded: AL Discussion: None Vote: All in favor (13 Yes, 0 No, 0 Abstain)</b></p>

PMA Consultants assumes, to the best of our knowledge, that the above content of these Meeting Minutes depicts all that transpired during this Project meeting. All attendees are required to address by memo or via e-mail, any omissions, errors, or inconsistencies in the reporting of these Meeting Minutes, to the writer, within two (2) business days of receipt of these Meeting Minutes.

PREPARED BY: PMA Consultants LLC.

DATE: August 10, 2023