

JOINT SCHOOL COMMITTEE MEETING MINUTES

Concord-Carlisle School Committee
Concord School Committee
Ripley Conf. Room 4 & Zoom
June 11, 2024

Present: Carrie Rankin, Chair CSC; CCSC
Alexa Anderson, CSC; CCSC
Tracey Marano, CCSC; CSC
Cynthia Rainey, CSC; CCSC
Andrew Herchek, CSC, CCSC (via Zoom)
Julie Viola, Chair CCSC
Brian Waterson, CCSC

Absent: Domingos DaRosa, METCO CCRSD Rep
Ayesha Lawton, METCO CPS Rep

Present from Administration: Dr. Laurie Hunter, Superintendent of School, CPS & CCRSD
Robert Conry, Asst. Supt. of Finance & Operations, CPS & CCRSD

I. CALL TO ORDER

Time: Ms. Rankin called the CSC meeting to order at 6:12 PM. Roll call attendance was taken
Anderson, aye; Marano, aye; Rainey, aye; Rankin, aye; Herchek, aye.

II. DISCUSSION

A. Architect Presentation: Mr. Conry introduced George O'Neill from Gorman Richardson Lewis Architects of Hopkinton who presented the high-level overview findings and recommendations of the district's building-by-building facilities assessment. This overview serves as the foundation for the upcoming capital plan, which will be developed over several phases.

Assessment Overview: Four schools assessed were: Alcott Elementary, Thoreau Elementary, Willard Elementary, and Concord Integrated Preschool and Ripley Administrative Offices. The assessment team included architects, mechanical, electrical, and plumbing engineers, a civil engineer, an environmental hazmat engineer, and a building envelope specialist. Assessments included comments on the conditions discovered, categorized as serviceable, in good condition, poor condition, etc. and issues were broken down into immediate concerns (0-11 months), mid-term (1-5 years), and long-term (6-10 years).

Alcott Elementary Recommendation: The civil engineer recommends replacing the asphalt pavement; granite curbs and concrete sidewalks at main entrance; install tactile warning panels (for MAAB and ADA compliance); damaged drainage and sewer pipes; and a broken cover of the underground utility equipment. The architect examined the building envelope and recommended replacement of high-wear items hardware, weather stripping, and commercial grade kitchen equipment. The low-slope roof membrane system, asphalt shingle roofing at pitched roof, and the sealant facade joints should be replaced in 5 years. The mechanical engineer recommends upgrading the building energy management system to optimize energy usage and to replace all outdoor mechanical systems within 5 years. The electrical engineer recommends lighting control replacement upgrading from luminescent lighting to LED lighting. The Plumbing Engineer recommended replacing the heavy duty use items including

plumbing fixtures, recirculation pumps, and mixing valves such as toilet handles and sink fixtures. The Fire Protection system was in great condition and the district should continue to perform the required 5-year internal pipe inspection and test and maintain per NFPA 25.

Thoreau Elementary Recommendation: The civil engineer recommended the replacement of the asphalt pavement; granite curbs and concrete sidewalks at main entrance; install tactile warning panels (for MAAB and ADA compliance); and damaged drainage and sewer pipes. The architect examined the building envelope and recommended replacement of shingle roofs and flashing at the front entry covered walkway; repairing the roof membrane; replacement of ground level wall flashings, exterior sealants, soffit and roof transitions, unused electrical panels, existing gutter cleaning, roof drain covers, drip edge, sealant installation at RTU's, and seal exterior wall penetrations. The mechanical engineer recommends upgrading the building energy management system to optimize energy usage and to replace all outdoor mechanical systems within 5 years.

Willard Elementary Recommendation: The civil engineer recommended the replacement of the asphalt pavement; install tactile warning panels (for MAAB and ADA compliance); damaged drainage and sewer pipes. Other items noted are installation of signage for ADA compliance; and mitigate the erosion occurring at the slope to the playground area. The architect examined the building envelope and recommended repoint masonry and replace associated flashings on exterior walls; and the existing membrane roofing should be replaced in 5-10 years. The mechanical engineer found the HVAC systems are in serviceable condition and recommended the upgrade of boilers with new, high-efficiency, direct-vent condensing boilers; replacement of all outdoor equipment (chiller, ERUs, AHUs, Condensing units, exhaust fans); and the installation of a dedicated make-up air unit to serve the kitchen. The electrical engineer noted the system is in good condition but recommended testing/replacement of emergency lighting, school-wide lighting and lighting-control replacement. The plumbing engineer recommends replacing dome strainers to the rooftop drains with sturdier models. Fire protection recommendations included performing the required 5-year internal pipe inspection, replacement of pressure gauges, and inspection, testing, and maintenance per NFPA 25.

The Environmental Hazmat Assessment found no hazards but as required by law, before any building renovations, testing for asbestos and lead-based paint and any other hazardous environmental condition should be completed.

Concord Integrated Preschool and Ripley Administrative Offices: Built in 1957, it is the oldest of all four buildings and has the most urgent need. The civil engineer recommended the replacement of the asphalt pavement; install tactile warning panels (for MAAB and ADA compliance); clean and video the stormwater drainage and sewer piping and structures; replace and damaged drainage and damaged sewer pipes and structures. The architect examined the building envelope of the Preschool. The 5 original classrooms and office pods, and the covered walkways are beyond their service life and should be renovated or replaced. The STEAM Lab was renovated in 2017, but it's recommended to install window shades and acoustical treatments.

A brief discussion was held on the recommendations, how to prioritize each phase and the next steps. Mr. Conry stated though this list is a comprehensive approach to the 0–10-year repair or replacement needs, the initial approval will be for those items that need to be done in the next year. Mr. O'Neill

stated with older buildings it is recommended that before doing HVAC upgrades, it's best to look at the envelope, the roofing, and the window systems.

Superintendent Hunter has contacted the Concord town manager to discuss the plan and the needs that could be done together. Superintendent Hunter will meet with the town and will inform the members at a future meeting. Ms. Marano praised the school facilities staff for maintaining the buildings and the great work they have done, as validated in this presentation.

III. CALL TO ORDER

Time: Ms. Viola called the Concord Carlisle Regional School Committee meeting to order at 6:38 PM. Roll call attendance was taken Viola, aye; Anderson, aye; Marano, aye; Rainey, aye; Rankin, aye; Herchek, aye; Waterson, aye.

IV. EMPLOYEE RECOGNITION

Shelly Chin was announced as Interim Assistant Superintendent of Teaching and Learning beginning July 1, 2024, for the 2024-2025 school year. Ms. Chin served as Administrator of Strategy, Partnerships, Communications, Grants, and Homeless Liaison in the Waltham Public Schools. Her areas of expertise include grant writing, project-based learning, equity, and trauma-informed instruction. Ms. Chin has experience in higher education and the Department of Elementary and Secondary Education.

V. PUBLIC COMMENT

Connie Levin and Mary Weinberg addressed the committee to express support to name the new middle school, Ellen Garrison Middle School.

Kristen Haggerty requested drop-in meetings for parents be allowed.

Elizabeth Cobbs requested that the school committee conduct an open and constructive evaluation of the superintendent each year.

VI. CONSENT AGENDA

- A. Superintendent Chairs and Liaisons Update.
- B. 2024 - 2025 Meeting Schedule
- C. Interim Assistant Superintendent of Teaching and Learning

Ms. Anderson asked for a motion to move to the consent agenda as outlined in the June 11th meeting. Motion was seconded by Ms. Marano. Roll call attendance was taken Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for region. Waterson, aye for region.

Dr. Hunter noted positive end-of-year meetings with the METCO, PTG and CPAC. Grade 8 students visited Washington D.C. last week. Summer programs begin next week, and the district's virtual

tutoring starts June 24th. Dr. Hunter applied and was accepted on the advisory Committee of the Racial Imbalance Advisory Committee.

Members were proposed as liaisons to the Town of Concord.

Adult and Community Education - Brian Waterson, Julie Viola
Concord Finance Committee - Alexa Anderson, Tracey Marano
Concord Select Board - Tracey Marano
DEI Commission - Tracey Marano and Carrie Rankin
PEG Access Advisory Committee - Cynthia Rainey, Julie Viola
Concord Financial Audit Advisory - Cynthia Rainey, Brian Waterson, Julie Viola
Special Education - Julie Viola
CMS Building Committee - Alexa Anderson, Andrew Herchek
Calendar Committee -
Thoreau Playground Committee - Carrie Rankin

Ms. Anderson moved to approve the slate of liaison assignments as discussed. Motion was seconded by Ms. Viola. A roll call vote was taken Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for region; and Waterson, aye for the region.

A brief discussion was held on the school district policy review and a workshop is scheduled for July.

Ms. Viola motioned to appoint Shelly Chin as interim assistant. A roll call vote was taken. Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for the region; Waterson, aye for the region.

Ms. Viola moved to vote on the school committee meeting schedule as discussed and amended in this evening's discussion. Ms. Marano seconded the motion. A roll call vote was taken. Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for the region; Waterson, aye for the region.

Ms. Rainey moved, and Ms. Viola seconded the motion that the school committee delegate the awarding of any formal bids that occurred during the summer of twenty-twenty-four for food service to district administration and that administration ensure adherence to applicable procurement laws and regulations. A roll call vote was taken. Anderson, aye for both; Herchek, aye for both; Marano, aye for both; Rainey, aye for both; Rankin, aye for both; Viola, aye for the region; Waterson, aye for the region.

VII. ADJOURNMENT

Ms. Rankin adjourned the Concord School Committee at 8:11 P.M.

Ms. Viola adjourned the Concord Carlisle Regional School District at 8:11 P.M.

Barbara Gilmore

Approved: August 20, 2024