

BRISTOL WARREN SCHOOL BUILDING COMMITTEE MEETING MINUTES

PROJECT: Bristol Warren Regional School District
LOCATION: Reynolds Building Conference Room

MEETING DATE: December 5, 2024

ATTENDEES:

- | | | | |
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| <p>SBC (Voting):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ana C. Riley (AR) <input checked="" type="checkbox"/> Steve Contente (SCo) <input checked="" type="checkbox"/> Danielle Carey (DC) <input checked="" type="checkbox"/> Steve Calenda (SCa) <p>PMA:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Chad Crittenden (CC) <p>PE (Designer):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Joe Drown (JD) <input type="checkbox"/> Nel Daws (ND) <input type="checkbox"/> Justin Robertshaw (Traverse) (JR) <p>Guests:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Carly Reich (CR) <input type="checkbox"/> Margaret Richards (MR) <input type="checkbox"/> Diane Williamson (DW) <input type="checkbox"/> Jessica Almeida (JA) <input type="checkbox"/> Kristin Couto (KC) | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Adam McGovern (AM) <input checked="" type="checkbox"/> Brian Sullivan (BS) <input type="checkbox"/> Tim Sweeney (TS) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Chris Loeffler (CL) <input type="checkbox"/> Mark McCarthy (MM) <input checked="" type="checkbox"/> Kris Bradner (KB) <input type="checkbox"/> Dustin Powell (Traverse) (DP) <input checked="" type="checkbox"/> Matthew Cabral (MC) <input checked="" type="checkbox"/> Nicky Piper (NP) <input type="checkbox"/> Peter Hewett (PH) <input checked="" type="checkbox"/> Christy Belisle (CB) <input type="checkbox"/> Brian Wheeler (BW) | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Tara Thibodeau (TT) <input type="checkbox"/> Michelle King (MK) <input checked="" type="checkbox"/> Ed Tanner (ET) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Walter Hartley (WH) <input checked="" type="checkbox"/> Lisa Pecora (LP) <input type="checkbox"/> Jess Farber (JF) CMTA <input type="checkbox"/> Mike Peugh (MP) (CMTA) <input checked="" type="checkbox"/> Dianne Sanna (DS) <input type="checkbox"/> Kathryn Brown (KBr) <input type="checkbox"/> Jessalyn Jarest (JJ) <input type="checkbox"/> Nathan Calouro (NC) <input checked="" type="checkbox"/> Sarah Bardoza (SB) | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Frank Caliri (FC) <input checked="" type="checkbox"/> Dennis Morrell (DM) <input checked="" type="checkbox"/> Aaron Ley (AL) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Nicholas Hull (NH) <input type="checkbox"/> Robert Bell (RB) <input type="checkbox"/> Joe Culotta (JC) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Tracy Earl (TE) <input type="checkbox"/> Bart Ferris (BF) <input type="checkbox"/> Nina Murphy (NM) <input checked="" type="checkbox"/> Rachel Rooney (RR) <input type="checkbox"/> Brian Clark (BC) |
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GENERAL

Item	Action	Notes
05/31/23:01	SBC	Open Meeting: Update 12/05/24: Attendance noted above. 11 members present. The meeting was called to order at 6:02PM by CC.
05/31/23:02	SBC	Public Comments: Update 12/05/24: No public comment in this meeting.
05/31/23:04	SBC	Approval of Minutes: Approval of minutes from 10/31/24. Motion: SCa Seconded: AM Discussion: None. Vote: (10 Yes, 0 No, 1 Abstain) DM Abstained.

DESIGN

Item	Action	Notes
01/11/24:01	PMA/PE	Stage III Progress Update: Update 12/05/24: PMA runs through an overview of the meetings the team has held and attended in the last month. CC notes the irrigation and geothermal test well was drilled in the recent weeks and we are waiting on the report. CC notes we had a great RIDE DD check-in meeting and are now moving into CD 60's. CC also notes the CD 60 drawing set is due at the end of this week and we should have estimates back on 1/10 and we will be meeting to go over value engineering on 1/14.
07/27/23:01	PE	Design Updates: Update 12/05/24: MHHS Logistics Plan: CC shares the updated logistics plans. CC notes these plans are just draft for now to show what the logistics plans may look like in the future. CC notes the yellow area indicates the construction zone. Phase 1: Construction of the new MHHS. The logistics plan shows the general contractor taking over the all of the sports fields except the multipurpose field located off Naomi Street. Site fencing is also shown all around the site and the existing high school will stay operational in this phase. Egress will be maintained around the gyn and access for students and teachers to walk around the construction site to the multipurpose field will be part of the contract with the general contractor. CC notes the fields will be used for laydown for the general contractor. AM asks about when we hire a GC will there be an opportunity to stretch the schedule to be able to use the football field after June 2025. CC notes we need to give them the laydown space or the prices will be similar to city prices because of the lack of space, and it is not recommended we say they can't take the football field. TT asks about the parking for different events and CC points out all the temp parking and notes we have taken counts and feel we have appropriate parking. CB asks about the practice football field. CC notes it will be inside of the construction zone and will be taken on day 1 when the contractor comes on board but we will allow access to the multipurpose field. Phase 2: Abatement and demo of the old school. CC notes the existing driveway will be utilized in between phases to allow people to access the new school until phase 2 is complete. CC shares the phase 2 drawings and notes due to the location of the new and old building we have phase 2A and 2B to allow for all the work to happen without disrupting the loop road or causing parking issues. AR asks if the football field will be able to be used prior to August 2027? CC says there is potential for this and LP notes there is a small amount of work happening to the multipurpose field and CC notes we will have to coordinate the work, so this happens when the field is not in use. CC noted the full loop availability during Phase 2A. Phase 2B flips and grabs the final piece with the Tennis courts and the loop road would be finalized.

Women asks how much wiggle room is planned into this schedule to make sure the school opens on target. CC notes the substantial completion date would be in June and this would allow for June and August to get it ready for school start. KB notes the lacrosse field currently won't be modified until the turf is complete.

Design Update: LP speaks to the Perkins workplan in the CD phase. LP notes we are progressing through the CD 60 phase and are expecting drawings to be complete this week and go to the estimators.

Perkins Design Memo: LP speaks to the memo that was sent out in regard to the design of the high school.

Safety, Sustainability, and Wellness

- The design integrates a fully ADA accessible environment through universal design principles.
- A high-performing building envelope and hurricane-resistant glass will enhance resilience and energy efficiency.
- Daylighting will be prioritized with taller windows, allowing natural light to penetrate deeply into classrooms.
- A secure entry vestibule will be included, utilizing resistant glazing to reinforce safety.
- Courtyards will be incorporated to offer secure, outdoor learning spaces.

Exterior Materials & Massing

- A timeless, durable brick façade is selected to ensure longevity and ease of maintenance.
- Softer Neutral material colors have been chosen to reflect the field stone and weathered shingle look typical of the outlying areas of Bristol and Warren communities.
- The building's organization is designed for simplicity and efficiency, enhancing operational ease and flexibility.

Site Planning

- The building will be strategically located at a high point in the center of the site to maximize accessibility and facilitate drainage.
- To respect the surrounding area and minimize impact on neighboring areas, the building's profile will be kept low.
- A comprehensive stormwater & flood plain management system will improve the site's ecology and provide protection for neighboring properties.
- A new "loop" driveway will be added to improve access, visibility and safety.

Site Update: KB shares an update on the MHHS site layout and notes that the flood plain is the reason that the fields have been flipped around and moved since the last meeting. KB notes we are trying to be aware of the abutters and the planning board and were able to move some of the fields around to help mitigate any potential concerns. KB notes that since the last meeting the design team has swapped the lacrosse and softball fields. This required the practice football field have to be moved as well. KB notes we are adding two goal posts to the multipurpose field. The goal posts that are being added are being reused from the existing football field and also notes the new practice field will be a full sized field. KB also notes the field will need to be refurbished based on the construction use for installing the goal posts, and this is carried in the CD 60's. This work will be done after the turf field is finished. SCa asks about the maintenance schedule for the stormwater systems and if there will be something to be maintained? KB notes per RIDEM there will be a list of required maintenance that will have to be done and the district will get a maintenance manual for all of these.

Hugh Cole Playground Update: KB shares the Hugh Cole updated site behind the school and notes the Planning Board in Warren and the committee wanted the team to relook at the drop off situation with the bus's behind the school. DD drawings relocated the existing vehicular access behind the school. Costs were carried for this. It was desired to keep the vehicular traffic and to protect the play surface closest to the school. In the need to react to cost estimating and budget we are reevaluating the cost estimating. The existing playground would need to be replaced or relocated. KB notes there is a possibility to save the playground that is existing and there will be fencing around the whole play area out to the woods line. SCo asks if kids use this play area in the morning? It was noted that there are no kids playing back there in the morning. TT asks if Hugh Cole could go back to the older drop off scenario and asks if it is necessary for bus's to drop off back here. TT wants to go back to the system where the bus's line up in the front. LP notes there is an opportunity for this, but this came up based on the large queuing/traffic that happens on the street out there. LP notes if that is not an issue later, the bus's can do what they want and there is space for this to happen. TT asks "Do we want to make it easier for the kids to not take the bus". TT notes this may be more of a question for the school committee. KB notes this paved surface will be there either way but how it is used is up to the school. Offers the flexibility to do whatever the district wants. KB notes

		<p>the paved area gets a little smaller in the final condition as we want to be aware of this for the stormwater calculations. TE who is a teacher at Hugh Cole notes they cant use the grass in the winter and need to be able to use the hardtop in the winter and worries that they are getting rid of a lot of it. KB notes she can provide a square footage kickoff for the committee. DS asks if the surface under the playground stays the same? KB notes the intent is to keep the playground as existing at this time if we choose to keep the road where it currently is. NP asks if there will be a playground that is ADA compliant? LP notes it's not in the budget right now. NP notes this is disappointing and teachers were told to hold off on working on grants because this was in the project and wants us to add this back into the scope and believes this was discussed previously. TE notes they have had a small basketball hoop back there but it got ruined, would also like to have two baskets and notes she does not think it needs to be a full sized court. AM asks what makes the playground ADA and KB notes it is the surface and the equipment. NP asks if the playgrounds pass inspection? FC notes they pass every year.</p> <p>Room Data Sheets Update: LP shares an overview on the different types of spaces that are located in the new high school. LP shares room data sheets for the Core Classrooms, Science Rooms, Special Ed, Band Room, CTE Tech Engineering Lab, Nurse's Office and Guidance and Special Ed Offices. LP notes the band room has direct access to the stage. LP also notes there is music storage located in this space as well and also storage for the uniforms. LP also notes a sink has been added to this area for kids to use and clean their instruments with. LP notes the important part of the tech engineering space is the ability for people to be able to look into it and see the work happening in here. LP notes the nursing space also has the ability to see into all the areas that are needed in the nurse suite. Guest asks if the interior windows are bulletproof? LP notes some of the windows will have the 3M film on them but they will not be bulletproof. AR notes the film is a deterrent and she has seen testing and demonstrations. AR also notes it is used in schools everywhere. LP will follow up on which windows will get this film on the interior and exterior of the building. LP also notes any door with a side light per the police department will get a security film. TT asks if there is an exterior space for the CTE engineering space? LP notes the one she showed is all inside, but the CTE shop space has a yard and an outdoor space that is enclosed. AM asks when all the data sheets will be finalized? LP notes they are very close and should have them soon and LP will send the notes from the user group meetings as well. AM asks if there is a final sign off and LP notes not formally, but the sheets will keep getting updated based on the FFE package in the school. LP notes their goal is to get the data sheets out by the end of the year.</p>
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SCHEDULE

Item	Action	Notes
05/31/23:08	PMA	Master Project Schedule: Update 12/05/24: PMA shares a list of meetings that have been held since the last SBC meeting and anything that is coming up.
05/31/23:09	ALL	Key Dates: Update 12/05/24: RIDE DD approval 11/22/24. CD 60 Estimate Set is due on 12/6/24. Estimates are due back on 1/10 with reconciliation happening on 1/14. SBC meeting in January will be to approve the CD 60 package and will have a live value engineering session. Bristol TRC meeting scheduled for 01/30/25.

BUDGET

Item	Action	Notes
05/31/23:09	PMA/SBC	Project Budget: Update 12/05/24: CC shares an update on the budget and notes we are on track. The district has been submitting PayGo's and that is working well as a process. CC notes we are shooting for February for the bid package then we will go out to the street. TT asks about the add alternate list. CC notes it will be reviewed in the middle of the January meeting and we need to narrow the list down and prioritize them and it will need to be voted on. AM asks if that is the final budget at that point and CC notes it will be the final time it is reviewed before it goes out to bid.

MISCELLANEOUS

Item	Action	Notes
05/31/23:11	Record	New Business: Update 12/05/24: TT asks about the drainage pipe at KMS in the parking lot and LP notes Pare has taken a look at this and there is a small blockage that may need to be taken care of.
05/31/23:12	Record	Adjournment: Update 12/05/24: Next meeting date is 1/23/25 8:30AM. Motion to adjourn was made at 6:58PM. Motion: DM, Seconded: AM, Discussion: None Vote: All in favor (11 Yes, 0 No, 0 Abstain)

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.

