

## MEETING MINUTES



MANAGEMENT  
PARTNERS, LLC

Project: Manchester Memorial Elementary School  
Subject: School Building Committee Meeting  
Location: Manchester MS/HS – Library  
Distribution: Attendees, Project File

Project No: MP17-114  
Meeting Date: 10/24/2017  
Time: 7:00 PM  
Prepared By: C. Shefferman

Present	Name	Affiliation	Present	Name	Affiliation
✓	Caroline Weld *	SBC Co-Chair		Jim LaPosta	JCJ
✓	Ann Cameron *	SBC Co-Chair	✓	Daniel Ruiz	JCJ
✓	Pam Beaudoin *	Superintendent	✓	Lauren Braren	JCJ
✓	Avi Urbas *	Dir. of Fin. & Ops		Emily Czarnecki	JCJ
✓	Alva Ingaharro *	Essex	✓	Mike Burton	DWMP
✓	John Willis *	Principal MMES	✓	Steven Brown	DWMP
✓	Jay Pagliarulo	Dir. of Facilities	✓	Christina Shefferman	DWMP
✓	Andy Oldeman *	Man. Fin. Comm.			
✓	Lisa O'Donnell *	Essex B.O.S.			
✓	Remko Brueker *	Manchester			
	Adam Zaiger *	Manchester			
✓	Tyler Virden *	Essex			
✓	George Scharfe *	Manchester			
✓	Gordon Brewster *	Manchester			
	Charlie Hay *	Essex			
✓	Sarah Creighton *	Manchester			
	Maggie Tomaiolo *	Essex			
	Jake Foster *	Essex			

### **Action Items:**

<u>Item No.</u>	<u>Responsible Party:</u>	<u>Description</u>
7.11	P. Beaudoin	Site: Swing space availability
8.8	P. Beaudoin	Poll group for potential school site tours (12/8, 12/14, 12/18)
9.3	JCJ	Revised Samiotes Proposal
10.4.3	Budget Collab. Group	Meeting Update
10.8.10	DWMP/JCJ	PDP Criteria and Feedback Questionnaire

\* SBC Voting  
Member

PROJECT MANAGERS  
ARCHITECTS

Newburyport, MA 01950  
260 Merrimac Street Bldg 7  
978.499.2999 ph  
978.499.2944 fax

www.doreandwhittier.com

Item No.	Description	Action
11.1	<u>Call to Order:</u> 7:06 pm meeting was called to order by the SBC Co-Chair Ann Cameron with 13 of 17 voting members in attendance. S. Brown of DWMP notes the meeting will follow the Power Point presentation that is being projected on the screen and to follow the agenda that was provided to the SBC prior to the meeting via Dropbox.	Record
11.2.1	<u>Previous Topics &amp; Approval of October 10, 2017 Meeting Minutes:</u> S. Brown explains and reviews the five previous items requiring action. A review of those items is noted below.	Record
7.11	<p><u>Site Understanding:</u> L. Braren reviews site understanding slides included in the JCJ presentation. There are 5 slides total that indicate degraded areas, resource areas, FEMA flood map zone, zone 1 and 2 extents, and property line setbacks. The SBC ask many questions regarding buffer zones, height regulations, zoning restrictions, storm water runoff, and setbacks. The SBC asked whether it might be an option to tear down the building and rebuild exactly where the building is now to avoid any issues. This would mean that during construction, the students would need to be relocated to either another location. P. Beaudoin stated she would contact some other districts to see if they might have a vacant site that might be a consideration. P. Beaudoin to report findings.</p> <p>9/12/17: P. Beaudoin states that she has asked surrounding districts, and has confirmed that Rockport and Beverly do not have anything available. P. Beaudoin is still waiting to hear from Gloucester, Hamilton and Wenham. Once a response received, will report back to the SBC.</p> <p>9/26/17: P. Beaudoin states that she has 3 leads from schools and sites within 10 miles of MMES. Waiting to hear back from the 3 leads and she will report updates to the SBC once information is received.</p> <p>10/24/17: No update at this time. Continuing.</p>	Open/P. Beaudoin
8.8	<p><u>Educational Planning:</u> D. Stephen provides a brief recap of the Ed. Planning presentation that was presented to the Leadership team back in August. A copy of the slides are attached in the backup. D. Stephen advises that the team should plan when they would like to visit other school sites that have recently gone through the process. The schools requested include Haverhill, Marblehead, and Andover. P. Beaudoin to provide dates in December that will work for the group.</p> <p>9/26/17: P. Beaudoin states that she sent out a scheduling doodle for potential dates to the SBC. Three dates worked best for the group, 12/8, 12/14, 12/18. P. Beaudoin to send another doodle with these dates to confirm which will be best. P. Beaudoin to confirm best date at next meeting.</p> <p>10/24/17: No update at this time. Continuing.</p>	Open/P. Beaudoin
9.3	<p><u>Invoices &amp; Commitments for Approval:</u> S. Brown states that originally a BRR had been planned for approval this evening. The request will be moved till the tennis court existing survey is reviewed by Samiotes. The report that was just received could be reviewed and used as existing information that the surveyor will no longer need to test for, therefore lowering the cost of the proposal. JCJ to report back to DWMP with any additional cost savings from Samiotes.</p> <p>10/24/17: No update at this time. Continuing.</p>	Open/JCJ

10.4.3	<p><b><u>Budget Collaboration WG Update:</u></b> A. Cameron states they are meeting this Thursday. A. Urbas, P. Beaudoin, and A. Cameron to report to SBC at our next meeting recap of Budget Collaboration Group meeting.</p> <p>10/24/17: A. Cameron states the Budget Collaboration Group met last week. At their advisement, the BOS of each town considered and approved a Fall 2018 Vote for remainder of project funding. The Team will continue to move forward with this project schedule.</p>	Record
10.8.10	<p><b><u>Evaluation of Alternatives-Developing the Criteria:</u></b> D. Ruiz discusses the Developing the Criteria slides presented in the JCJ presentation. Below is an outline of those options:</p> <ul style="list-style-type: none"> <li>➤ Increased Drop-Off/Pick up Queuing</li> <li>➤ Preserve Auditorium</li> <li>➤ Tennis Courts</li> <li>➤ Vehicular and Pedestrian Circulation</li> <li>➤ Parking</li> <li>➤ Fields/Play Areas/Playgrounds</li> <li>➤ Proximity to Abutters</li> <li>➤ Outdoor Learning Environments</li> <li>➤ Building Layout</li> <li>➤ Community Use</li> <li>➤ Orientation to the Street</li> <li>➤ Lincoln St. vs. Summer St. Access</li> <li>➤ One Story vs. Two Story</li> <li>➤ Safety and Security</li> </ul> <p>The team explains that the SBC's input and feedback is important to developing the criteria along with the scoring rubric. The SBC is asked to review the options presented, determine if any criteria needs to be adjusted, and to be ready to score options at the 10/24/17 meeting. DWMP and JCJ to work on criteria and scoring rubric that will be sent to SBC ahead of 10/24 meeting.</p> <p>10/24/17: S. Brown states that we will be discussing this further along as agenda item No. 9.</p>	Record/Closed
11.2.2	<p><b><u>Previous Topics &amp; Approval of October 10, 2017 Meeting Minutes:</u></b> A motion to approve the 10/24/2017 meeting minutes as submitted made by R. Brueker and seconded by S. Creighton. Discussion: A. Cameron states that the comment "close to gun range" needs to be added to the Transfer Station on item #10.8.5 in the previous minutes. A. Cameron also states, "potential community issues" needs to be added to Ann's Woods on item # 10.8.6. C. Shefferman acknowledges, and will make the change to the record. Vote: All in favor: Motion passes, minutes approved.</p>	Record
11.3	<p><b><u>Invoices &amp; Commitments for Approval:</u></b> No invoices and or commitments at this time.</p>	Record
11.4.1	<p><b><u>Ed. Program WG Update:</u></b> P. Beaudoin updates the SBC that the second Ed. Programming visioning workshop happened yesterday, 10/23/17. The SBC discussed the DRAFT program at length, and the recap of the discussion is outlined below:</p> <ul style="list-style-type: none"> <li>➤ Tennis courts are part of the districts program and should be part of the site</li> <li>➤ Tennis courts are a non-starter for some members of both towns, politically, and financially to some members of the SBC</li> </ul>	Record

	<ul style="list-style-type: none"> <li>➤ Tennis will not be included in the educational program for MMES. Tennis is part of the districts program.</li> <li>➤ Need to determine the amount of sqft is needed for after school program, including Manchester Youth Services, and the summer playground. Strategy and future decision should look for opportunities to take advantage of required program space, without creating dedicated/additional square footage.</li> <li>➤ The Town of Manchester requested information regarding potentially adding a space for the senior center on site.</li> <li>➤ There are concerns of how the cost of additional spaces IF added, will be broken down according to each towns contribution</li> <li>➤ Using the building over the summer is capitalizing the utilization of the building since it is rented to programs for their use</li> </ul> <p>Overall the PDP is still a working document that is in DRAFT form. Continued development of the Ed. Program will be developed with the Team and the SBC will be asked to vote for approval of the submission of the Ed. Program for the PDP.</p>	
11.4.2	<u>Facilities Assessment WG Update:</u> S. Brown states that D. Ruiz from JCJ will be discussing this further along on agenda item #7.	Record
11.4.3	<u>Communications WG Update:</u> A. Cameron states that the leadership team met and agreed to send postcards to all households in both towns notifying them of Community Meeting No. 2.	Record
11.4.4	<u>Budget Collaboration WG Update:</u> S. Brown states that we already discussed this at the beginning of the meeting. No further discussion.	Record
11.5	<u>Budget Update:</u> S. Brown discusses the budget update sheet (see attached) attached in the meeting packet. Currently the project is 89% committed. The budget update sheet is a working document and will continue to be updated with any changes as they progress.	Record
11.6	<u>Schedule/Look Ahead:</u> S. Brown recaps important dates outlined in the project calendar. An outline of the dates is listed below: <ul style="list-style-type: none"> <li>➤ 11/1/17 Community Meeting No. 2</li> <li>➤ 11/6/17 SBC Meeting No. 12: Ed. Plan &amp; Preliminary Cost Information (post meeting update)</li> <li>➤ 11/14/17 SBC Meeting No. 13: Approve PDP Submission to MSBA (post meeting update)</li> </ul>	Record
11.7	<u>Project Update:</u> D. Ruiz discusses Project Update from JCJ's presentation. A recap of the project update slides is outlined below: <ul style="list-style-type: none"> <li>➤ Existing Conditions Assessments <ul style="list-style-type: none"> <li>• Surveyor-Field work complete this week</li> <li>• Traffic Analysis-Field work complete today</li> </ul> </li> <li>➤ Educational Planning <ul style="list-style-type: none"> <li>• Educational Visioning Session-Oct. 23<sup>rd</sup></li> </ul> </li> </ul>	Record
11.8.1	<u>Educational Planning:</u> JCJ discusses Educational Planning section from their presentation. A recap of the slides is outlined below: <ul style="list-style-type: none"> <li>➤ Additional considerations requested outside of the MSBA typical space summary: <ul style="list-style-type: none"> <li>• Large whole group instruction space with multiple small breakout spaces</li> </ul> </li> </ul>	DWMP/JCJ



	<ul style="list-style-type: none"> <li>• 3 small leveled libraries located near the grades that utilize them (K/1, 2/3, 4/5)</li> <li>• Dedicated Science/Engineering Laboratories</li> <li>• 5 SPED instruction spaces (2 must accommodate up to 8 students)</li> <li>• Band/Chorus rehearsal room</li> <li>• Larger instrumental lesson/rehearsal room</li> <li>• Auditorium that seats over 450 guests</li> <li>• Project Adventure</li> <li>• Pre-K</li> <li>• Intensive Reading and Written language &amp; SAIL</li> <li>• 3 Additional classrooms</li> <li>• STEM classroom</li> <li>• Gender neutral toilets</li> <li>• Small SPED tutoring (reading)</li> <li>• Instrument storage</li> <li>• Larger gymnasium</li> <li>• Gym shower and toilet</li> <li>• Conference Room (for 50 people)</li> <li>• Admin Conference Room (for 20 people)</li> <li>• Mother's Room</li> </ul> <p>The SBC discussed this list at length and overall the outcome of the discussions include:</p> <ul style="list-style-type: none"> <li>➤ JCJ and the Team need to come up with solutions for some of these additional spaces to be multi use/flexible spaces.</li> <li>➤ Clear non-starters need to be identified, voted upon, and removed from the list</li> </ul> <p>The team will revise the slides to be clear, concise, and explain the correct process for evaluating these additional space need requests as part of the PDP submission.</p>	
11.8.2	<p><u>Project Update-Community Meeting No. 2:</u> JCJ discusses and presents the Community Meeting No. 2 slide information. The slides include:</p> <ul style="list-style-type: none"> <li>➤ Community Meeting No. 2 Agenda: <ul style="list-style-type: none"> <li>• Welcomes and Introductions</li> <li>• Process and Schedule</li> <li>• Potential Sites</li> <li>• Options</li> <li>• Educational Programming</li> <li>• Discussion</li> <li>• Next Steps</li> </ul> </li> </ul> <p>The leadership team will be reviewing and discussing the presentation in preparation for the meeting. The group will be meeting on Wednesday 10/25 via phone for preliminary discussion. Another call is scheduled for Friday, 10/27/17 to discuss further development.</p>	Record
11.9.1	<p><u>Evaluation of PDP Options:</u> D. Ruiz explains and recaps the Evaluation of PDP Options slides. An outline of the information presented is below:</p> <ul style="list-style-type: none"> <li>➤ The Big Picture <ul style="list-style-type: none"> <li>• Programmatic</li> <li>• Functional</li> <li>• Spatial</li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>• Environmental <ul style="list-style-type: none"> <li>○ Defining the existing buildings deficiencies</li> </ul> </li> <li>➤ Considering the Options <ul style="list-style-type: none"> <li>• Renovation Only</li> <li>• Addition-Renovation</li> </ul> </li> <li>➤ New Construction</li> <li>➤ Pruning</li> </ul> <p>The SBC discussed slides #23-#27 at length and determined:</p> <ul style="list-style-type: none"> <li>➤ They need Rough Order of Magnitude “ROM” costs to determine if any of the options should be considered “non-starters”</li> <li>➤ Modular costs were not presented in the presentation, but were discussed and brought to the SBC’s attention by DWMP. The estimates DWMP have received are estimated at \$3 million for 20 modulares rented, for 2 years.</li> <li>➤ Tennis Courts: <ul style="list-style-type: none"> <li>• The town was sued regarding the tennis courts due to environmental issues when they were moved to the current location since it is so close to the wellhead. The overall outcome is that it was determined there is no other site for the tennis courts than the MMES site.</li> <li>• Relocating them will include many cost ramifications and political issues.</li> <li>• The tennis courts will need to remain on the MMES site.</li> <li>• The options that show removing the tennis courts from their current location could mean moving them to another location on the MMES site.</li> </ul> </li> <li>➤ Any slide and or option labeled as multi-phase could be single-phased</li> <li>➤ Not every single phase allows students to be off site</li> <li>➤ For the 11/1/17 Community Meeting No.2, the SBC felt that in order to show options that include removal of the tennis courts at the existing location, will need to be added in to another location on the MMES site.</li> </ul>	
11.9.2	<p><u>Evaluation of PDP Options:</u> A motion was made by L. O'Donnell and seconded by G. Scharfe to remove AR-3, N-6, and N-7 from the site options. Discussion: None. Vote: All in favor: 7 members of the SBC voted yes, 6 members voted no. Motion passes.</p>	Record
11.9.3	<p><u>Evaluation of the PDP Options:</u> A motion was made by A. Oldeman and seconded by L. O'Donnell to revise AR-3, N-6, and N-7 options to relocate the tennis courts on the site. Vote: --7 members of the SBC voted yes, 6 members voted no. Motion passes.</p>	Record
11.10	<p><u>PDP Report:</u> JCJ explains and recaps PDP Report slides. An outline of the information presented is below:</p> <ul style="list-style-type: none"> <li>➤ PDP Report <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Educational Program</li> <li>• Initial Space Summary</li> <li>• Existing Conditions</li> <li>• Site Development</li> <li>• Evaluation of Alternatives</li> <li>• Local Actions and Approvals</li> <li>• Appendices</li> </ul> </li> </ul>	Record

	Existing condition reports, working documents and examples are all on the dropbox for the SBC to view. SBC feedback was encouraged, and the leadership team would like their comments by the 31 <sup>st</sup> . This will then provide enough time to make changes and submit by the deadline. Volunteers from the SBC to review and comment include: S. Creighton, G. Brewster, A. Cameron, L. O'Donnell, A. Ingaharro, and A. Oldeman.	
11.11	<u>Next Meetings:</u> <ul style="list-style-type: none"><li>• 11/1/17 Community Meeting No. 2</li><li>• 11/6/17 SBC Meeting (7pm)</li><li>• 11/14/17 SBC Meeting</li></ul>	Record
11.12	<u>Other Topics Not Reasonably Anticipated 48 Hours Prior to Meeting:</u> None.	Record
11.13	<u>Public Comment:</u> None.	Record
11.14	<u>Adjourn:</u> A motion was made by S. Creighton and seconded by A. Oldeman to adjourn the meeting. Discussion: None. Vote: Unanimous to approve. Meeting adjourned at 9:25 pm.	Record

**Attached:**

*SBC Meeting Agenda, Sign In Sheet, SBC Meeting No. 10 10/24/17 Meeting Minutes, Manchester Memorial Elementary School Presentation 10/24/17, JCJ Power Point presentation*

**DORE AND WHITTIER ARCHITECTS**

Architects • Project Managers



Christina Shefferman  
Assistant 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.**



Manchester Essex Regional School District  
School Building Committee

Meeting Date: 01/24/17

Meeting No. 11



Member name	Town/Affiliation	email contact	Signature
** Caroline Weld	SBC Co-Chair -Manchester	weldc1@mersd.org	
** Ann Cameron	SBC Co-Chair-Essex	cameron@mersd.org	
* Alva Ingaharro	School Comm. Member/Essex	alvai@comcast.net	Alva Ingaharro
* Pam Beaudoin	Superintendent of Schools	beaudoinp@mersd.org	Pam Beaudoin
* Avi Urbas	Dir. Of Finance & Operations	urbasa@mersd.org	
* John Willis	Principal MMES	willisj@mersd.org	
Jay Pagliarulo	Facilities Director	pagliaruloj@mersd.org	
* Andy Oldeman	Manchester Finance Comm	aoldeman@smma.com oldemana@mersd.org	
* Lisa O'Donnell	Essex Board of Selectman	lisatheengineer@comcast.net odonnelll@mersd.org	
* Remko Brueker	Manchester	remko@breukerdesign.com breukerr@mersd.org	
* Adam Zaiger	Manchester	azaiger@choate.com zaigera@mersd.org	
* Tyler Virden	Essex	tyler@windover.com virdent@mersd.org	
* George Scharfe	Manchester	gscharfe@johnpenney.com scharfeg@mersd.org	
* Gordon Brewster	Manchester	gbrewster@smma.com brewsterg@mersd.org	
* Charlie Hay	Essex	chay@tappe.com	
* Sarah Creighton	Manchester	sarahhammondcreighton@gmail.com creightons@mersd.org	
* Maggie Tomaiolo	Essex	tomaiolom@mersd.org	
* Jake Foster	Essex	fosteriq@verizon.net	
Mike Burton	DWMP	mburton@doreandwhittier.com	
Steve Brown	DWMP	sbrown@doreandwhittier.com	
Christina Shefferman	DWMP	cshefferman@doreandwhittier.com	
Jim LePosta	JCJ	jlaposta@jcj.com	
Dan Ruiz	JCJ	druiz@jcj.com	
Lauren Braren	JCJ	lbraren@jcj.com	
Emily Czarnecki	JCJ	eczarnecki@jcj.com	

\*\* Chair/Co-Chair

\*Voting Member

## AGENDA



Project: Manchester Memorial Elementary School  
Subject: School Building Committee Meeting  
Location: Manchester MS/HS – Library  
Distribution: Attendees, Project File

Project No: MP17-114  
Meeting Date: 10/24/2017  
Time: 7:00 PM  
Prepared By: C.Shefferman

- 
1. Call to Order
  2. Previous Topics & Approval of October 10, 2017 Meeting Minutes
    - 7.11 Site: Review options for swing space in surrounding towns (P. Beaudoin)
    - 8.8 Poll group for potential school site tours (12/8, 12/14, 12/18) (P. Beaudoin)
    - 9.3 Revised Samiotes Proposal (JCJ)
    - 10.4.3 Budget Collaboration Group Meeting Update (Budget Collab. Group)
    - 10.8.10 PDP Criteria and Feedback Questionnaire (DWMP/JCJ)
  3. Invoices & Commitments for Approval (ALL)
  4. Working Groups Update (DWMP)
  5. Budget Update (DWMP)
  6. Schedule/Look Ahead (DWMP/JCJ)
  7. Project Update (JCJ)
  8. Educational Planning (JCJ)
  9. Evaluation of PDP Options (JCJ)
  10. PDP Report (JCJ)
  11. Next Meeting(s)
  12. Other Topics Not Reasonably Anticipated 48 hours prior to Meeting
  13. Public Comments
  14. Adjourn

PROJECT MANAGERS  
ARCHITECTS

Newburyport, MA 01950  
260 Merrimac Street Bldg 7  
978.499.2999 ph  
978.499.2944 fax

[www.doreandwhittier.com](http://www.doreandwhittier.com)

## MEETING MINUTES



MANAGEMENT  
PARTNERS, LLC

Project: Manchester Memorial Elementary School  
Subject: School Building Committee Meeting  
Location: Manchester MS/HS – Library  
Distribution: Attendees, Project File

Project No: MP17-114  
Meeting Date: 10/10/2017  
Time: 7:00 PM  
Prepared By: C. Shefferman

Present	Name	Affiliation	Present	Name	Affiliation
✓	Caroline Weld *	SBC Co-Chair	✓	Jim LaPosta	JCJ
✓	Ann Cameron *	SBC Co-Chair	✓	Daniel Ruiz	JCJ
✓	Pam Beaudoin *	Superintendent	✓	Lauren Braren	JCJ
✓	Avi Urbas *	Dir. of Fin. & Ops		Emily Czarnecki	JCJ
✓	Alva Ingaharro *	Essex	✓	Mike Burton	DWMP
✓	John Willis *	Principal MMES	✓	Steven Brown	DWMP
✓	Jay Pagliarulo	Dir. of Facilities	✓	Christina Shefferman	DWMP
✓	Andy Oldeman *	Man. Fin. Comm.			
✓	Lisa O'Donnell *	Essex B.O.S.			
✓	Remko Brueker *	Manchester			
✓	Adam Zaiger *	Manchester			
✓	Tyler Virden *	Essex			
✓	George Scharfe *	Manchester			
✓	Gordon Brewster *	Manchester			
✓	Charlie Hay *	Essex			
✓	Sarah Creighton *	Manchester			
	Maggie Tomaiolo *	Essex			
✓	Jake Foster *	Essex			

### **Action Items:**

<u>Item No.</u>	<u>Responsible Party:</u>	<u>Description</u>
7.11	P. Beaudoin	Site: Swing space availability
8.8	P. Beaudoin	Poll group for potential school site tours (12/8, 12/14, 12/18)
9.3	JCJ	Revised Samiotes Proposal
10.4.3	Budget Collab. Group	Meeting Update
10.8.10	DWMP/JCJ	PDP Criteria and Feedback Questionnaire

\* SBC Voting  
Member

PROJECT MANAGERS  
ARCHITECTS

Newburyport, MA 01950  
260 Merrimac Street Bldg 7  
978.499.2999 ph  
978.499.2944 fax

www.doreandwhittier.com

Item No.	Description	Action
10.1	<u>Call to Order:</u> 7:00 pm meeting was called to order by the SBC Co-Chair Ann Cameron with 16 of 17 voting members in attendance. S. Brown of DWMP notes the meeting will follow the Power Point presentation that is being projected on the screen and to follow the agenda that was provided to the SBC prior to the meeting via Dropbox.	Record
10.2.1	<u>Previous Topics &amp; Approval of September 26, 2017 Meeting Minutes:</u> S. Brown explains and reviews the eight previous items requiring action. A review of those items is noted below.	Record
7.11	<u>Site Understanding:</u> L. Braren reviews site understanding slides included in the JCJ presentation. There are 5 slides total that indicate degraded areas, resource areas, FEMA flood map zone, zone 1 and 2 extents, and property line setbacks. The SBC ask many questions regarding buffer zones, height regulations, zoning restrictions, storm water runoff, and setbacks. The SBC asked whether it might be an option to tear down the building and rebuild exactly where the building is now to avoid any issues. This would mean that during construction, the students would need to be relocated to either another location. P. Beaudoin stated she would contact some other districts to see if they might have a vacant site that might be a consideration. P. Beaudoin to report findings. 9/12/17: P. Beaudoin states that she has asked surrounding districts, and has confirmed that Rockport and Beverly do not have anything available. P. Beaudoin is still waiting to hear from Gloucester, Hamilton and Wenham. Once a response received, will report back to the SBC. 9/26/17: P. Beaudoin states that she has 3 leads from schools and sites within 10 miles of MMES. Waiting to hear back from the 3 leads and she will report updates to the SBC once information is received.  10/10/17: No update at this time. Continuing.	Open/P. Beaudoin
8.8	<u>Educational Planning:</u> D. Stephen provides a brief recap of the Ed. Planning presentation that was presented to the Leadership team back in August. A copy of the slides are attached in the backup. D. Stephen advises that the team should plan when they would like to visit other school sites that have recently gone through the process. The schools requested include Haverhill, Marblehead, and Andover. P. Beaudoin to provide dates in December that will work for the group. 9/26/17: P. Beaudoin states that she sent out a scheduling doodle for potential dates to the SBC. Three dates worked best for the group, 12/8, 12/14, 12/18. P. Beaudoin to send another doodle with these dates to confirm which will be best. P. Beaudoin to confirm best date at next meeting.  10/10/17: No update at this time. Continuing.	Open/P. Beaudoin
9.3	<u>Invoices &amp; Commitments for Approval:</u> S. Brown states that originally a BRR had been planned for approval this evening. The request will be moved till the tennis court existing survey is reviewed by Samiotes. The report that was just received could be reviewed and used as existing information that the surveyor will no longer need to test for, therefore lowering the cost of the proposal. JCJ to report back to DWMP with any additional cost savings from Samiotes.	

	10/10/17: No update at this time. Continuing.	Open/JCJ
9.11	<p><u>Other Topics Not Reasonably Anticipated 48 hours prior to Meeting:</u> S. Creighton states that there are additional sites that were considered for the MS/HS project that have not been listed for MMES. S. Creighton to provide list of additional sites so the Leadership team can evaluate and understand the sites. If any of the additional sites are considered private land, they will be considered due to site acquisition costs.</p> <p>10/10/17: Additional sites were sent to A. Cameron and Leadership team. The 2 additional sites will be discussed tonight.</p>	Closed/Record
10.2.2	<u>Previous Topics &amp; Approval of September 26, 2017 Meeting Minutes:</u> A motion to approve the 9/12/2017 meeting minutes as submitted made by A. Ingaharro and seconded by L. O'Donnell. Discussion: J. Foster states on item 9.4.4 under "Communications WG Update" that "formerly" needs to be changed to "formally". C. Shefferman acknowledges, and will make the change to the record. Vote: Abstentions: J. Foster, Remainder in attendance all in favor: Motion passes, minutes approved.	Record
10.3	<u>Invoices &amp; Commitments for Approval:</u> A motion to approve DWMP September OPM invoice #7 in the amount of \$11,561.00 as submitted, and JCJ September Invoice #2 in the amount of \$24, 285.00 made by G. Scharfe and seconded by S. Creighton. Discussion: A. Urbas explains that DWMP provides him with a monthly cashflow projection that reflects the invoices to ensure they are on track each month. None. Vote: All in favor: Motion passes, invoice approved.	Record
10.4.1	<u>Ed. Program WG Update:</u> P. Beaudoin states that the leadership team discussed and reviewed the first visioning workshop with D. Stephen, and will have a draft by end of week. The second ed. Visioning workshop is scheduled for 10/23/17. P. Beaudoin states that pre-k still needs to be discussed.	Record
10.4.2	<u>Facilities Assessment WG Update:</u> S. Brown states that D. Ruiz will be recapping activity from those consultants that are onsite now and in the next couple of weeks and what the work entails under Project Update.	Record
10.4.3	<u>Budget Collaboration WG Update:</u> A. Cameron states they are meeting this Thursday. A. Urbas, P. Beaudoin, and A. Cameron to report to SBC at our next meeting recap of Budget Collaboration Group meeting.	Record
10.4.4	<u>Communications WG Update:</u> A. Cameron states next week she is planning on having a conference call with the group. A. Cameron to report back to SBC after call.	Record
10.5	<u>Budget Update:</u> S. Brown discusses the budget update sheet attached in the meeting packet. Nothing has changed since our last meeting. The budget update sheet is a working document and will continue to be updated with any changes as they progress.	Record
10.6	<p><u>Schedule/Look Ahead:</u> S. Brown recaps important dates outlined in the project calendar. An outline of the dates is listed below:</p> <ul style="list-style-type: none"> <li>➤ 10/23/17-Ed. Visioning Workshop No. 2</li> <li>➤ 10/24/17 SBC Meeting – Building Options Review</li> <li>➤ 11/1/17 Community Meeting No. 2</li> <li>➤ 11/6/17 SBC Meeting for PDP Approval</li> <li>➤ 11/9/17 Submit PDP to MSBA</li> </ul>	Record



10.7	<p><u>Project Update:</u> D. Ruiz discusses Project Update from JCJ's presentation. A recap of the project update slides is outlined below:</p> <ul style="list-style-type: none"> <li>➤ PDP Report in Development</li> <li>➤ Surveyor On-Site, Started 10/5/17</li> <li>➤ Traffic Analysis Starts Week of 10/9/17</li> <li>➤ Community Meeting No. 1 Recap <ul style="list-style-type: none"> <li>• About 60+ attendees between morning and evening sessions</li> <li>• Some positive feedback received already</li> </ul> </li> </ul>	Record
10.8.1	<p><u>Evaluation of Alternatives-Site:</u> D. Ruiz discusses the Evaluation of Alternatives slides in their presentation. A recap of the evaluation of alternatives is outlined below:</p> <ul style="list-style-type: none"> <li>➤ Site Selection</li> <li>➤ Some Additional Options</li> <li>➤ Developing the Evaluation Criteria</li> <li>➤ Considering the Options</li> <li>➤ Identified Sites (As identified in the MHS Study) <ul style="list-style-type: none"> <li>• Memorial School</li> <li>• Brook Street Field</li> <li>• Sweeney Park</li> <li>• MHS Campus Compost Site</li> <li>• Transfer Station Site</li> </ul> </li> <li>➤ Site Criteria <ul style="list-style-type: none"> <li>• Adequacy (Size)</li> <li>• Availability (Ownership)</li> <li>• Utilities</li> <li>• Environmental (Water/Wildlife/Natural Hazards)</li> <li>• Cost and Time of Construction</li> <li>• Student/Staff Impacts</li> <li>• Community Issues</li> <li>• Proximity to Abutters</li> <li>• Vehicular &amp; Pedestrian Circulation</li> </ul> </li> </ul> <p>S. Brown states that the team is looking for feedback from the SBC on the criteria as it's developed. This is an active list, and need the SBC to help add/subtract as they evaluate it.</p>	Record
10.8.2	<p><u>Evaluation of Alternatives-Brook Street:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion:</p> <ul style="list-style-type: none"> <li>➤ Brook Street Field: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Construction without student disruption</li> <li>○ New school stays in the same part of town</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Eliminates existing turf field</li> <li>○ Location is presently a flood storage area</li> <li>○ Costly replication of flood storage adjacent</li> <li>○ Would require significant fill</li> <li>○ Orients building to residential neighborhood</li> <li>○ Vehicular circulation may be challenging</li> </ul> </li> <li>• Other Considerations:</li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>○ Assumes Memorial Site could be used for playfields</li> <li>○ Brook Street Field due for replacement</li> </ul> <p>A motion was made by G. Scharfe and seconded by A. Zaiger to eliminate Brook Street Field as an alternative. Discussion: None. All in favor: Motion passes, unanimously approved.</p>	
10.8.3	<p><u>Evaluation of Alternatives-Sweeney Park:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion:</p> <ul style="list-style-type: none"> <li>➤ Sweeney Park: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Construction without student disruption</li> <li>○ New school stays in the same part of town</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Eliminates existing field</li> <li>○ Vehicular circulation may be challenging</li> <li>○ Narrow buildable area limits building configuration</li> </ul> </li> <li>• Other Considerations: <ul style="list-style-type: none"> <li>○ Not presently part of lease agreement</li> <li>○ Assumes Memorial Site could be used for playfields</li> <li>○ Town could retain part/all of existing building</li> </ul> </li> </ul> <p>A motion was made by S. Creighton and seconded by G. Scharfe to eliminate Sweeney Park as an alternative. Discussion: None. All in favor: Motion passes, unanimously approved.</p> </li> </ul>	Record
10.8.4	<p><u>Evaluation of Alternatives-Compost Site:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion:</p> <ul style="list-style-type: none"> <li>➤ Compost Site: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Construction without student disruption</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Active compost/would require replacement</li> <li>○ Far from sewer and water services</li> <li>○ Eliminates neighborhood school</li> <li>○ Additional bussing required/loss revenue</li> <li>○ May require a septic system</li> </ul> </li> <li>• Other <ul style="list-style-type: none"> <li>○ Not presently part of lease agreement</li> <li>○ Town could retain part/all of existing building</li> </ul> </li> </ul> <p>A motion was made by G. Scharfe and seconded by A. Zaiger to eliminate the Compost Site as an alternative. Discussion: None. All in favor: Motion passes, unanimously approved.</p> </li> </ul>	Record
10.8.5	<p><u>Evaluation of Alternatives-Transfer Station:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion:</p> <ul style="list-style-type: none"> <li>➤ Transfer Station: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Construction without student disruption</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Far from sewer and water services</li> </ul> </li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>○ Eliminates neighborhood school</li> <li>○ Additional bussing required/loss revenue</li> <li>○ May require a septic system</li> <li>○ Play area harder to accommodate</li> <li>○ Remediation may be required</li> <li>○ Potential community issues</li> <li>• Other: <ul style="list-style-type: none"> <li>○ Not presently part of lease agreement</li> <li>○ Town could retain part/all of existing building</li> </ul> </li> </ul> <p>A motion was made by A. Zaiger and seconded by the S. Creighton to eliminate Ann's Woods as an alternative. Discussion: None. All in favor: Motion passes, unanimously approved.</p>	
10.8.6	<p><u>Evaluation of Alternatives-Winthrop Field/Ann's Woods:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion. A. Cameron states there are two additional sites that the towns have discussed in the past that were not presented. The sites are Winthrop Field, and Ann's Woods. Each alternative is outlined below.</p> <ul style="list-style-type: none"> <li>➤ Winthrop Field: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Over 14 acres available</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Outside neighborhood schools</li> <li>○ Town owns the site</li> <li>○ Wetlands in the middle of the field</li> <li>○ Would take years to obtain the site</li> </ul> </li> </ul> <p>The SBC voted and unanimously agreed to eliminate Winthrop Field as an alternative.</p> <li>➤ Ann's Woods: <ul style="list-style-type: none"> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Town owns the site</li> <li>○ All wetlands</li> <li>○ Site is upland</li> <li>○ Close to the gun range</li> <li>○ Transportation will be an issue</li> </ul> </li> </ul> <p>A motion was made by S. Creighton and seconded by C. Weld to eliminate Ann's Woods as an alternative. All in favor: Motion passes, unanimously approved.</p> </li> </li></ul>	Record
10.8.7	<p><u>Evaluation of Alternatives-Memorial Site:</u> D. Ruiz explains and discusses each identified site. Each site is listed below along with discussion:</p> <ul style="list-style-type: none"> <li>➤ Memorial Site: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Current site</li> <li>○ School stays in current location</li> <li>○ District already onsite</li> </ul> </li> <li>• Limitations <ul style="list-style-type: none"> <li>○ Potential disruption to students during construction</li> </ul> </li> </ul> </li> </ul>	Record

	A motion was made by G. Scharfe and seconded by S. Creighton to keep the Memorial Site as the preferred site for the school. Discussion: None. All in favor: Motion passes, unanimously approved.	
10.8.8	<p><u>Evaluation of Alternatives-Additional Building Options:</u> D. Ruiz discusses additional building options as presented in JCJ's presentation. An outline of each option is below:</p> <ul style="list-style-type: none"> <li>➤ Option N-5-New Construction-Tennis Court L</li> <li>➤ Option N-6-New Construction-Eastside Courtyard</li> <li>➤ Option N-7-New Construction-Eastside Main Street</li> <li>➤ Option AR-2-New Construction-Curved Main Street</li> </ul> <p>After reviewing each option, the SBC stated that if the tennis courts are removed, they will need to be replaced on another site or in a different location onsite. The tennis courts were recently constructed, and are relatively new to the site.</p>	Record
10.8.9.1	<p><u>Evaluating the Options-R-1-Renovation Only:</u> JCJ recaps options that have been presented to the SBC so far. R-1-Renovation Only is outlined below:</p> <ul style="list-style-type: none"> <li>➤ R-1-Renovation Only: Four Walls <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Retain separated auditorium &amp; cafeteria</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Various rooms will remain undersized</li> <li>○ Challenging to create learning communities</li> <li>○ Cost may be similar to "new"</li> <li>○ Continues to sprawl across the site</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ Remain one story</li> <li>○ East side of site remains the same</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.2	<p><u>Evaluating the Options-R-2-Renovation &amp; Addition:</u> JCJ recaps options that have been presented to the SBC so far. R-2 Renovation &amp; Addition is outlined below.</p> <ul style="list-style-type: none"> <li>➤ R-2-Renovation &amp; Addition: The Four Walls and More: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Retain separated auditorium &amp; cafeteria</li> <li>○ Better integrate-Pre-K into main building</li> <li>○ Learning communities at upper grades</li> <li>○ Aggregate administrative spaces</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Various rooms will remain undersized</li> <li>○ Cost may be similar to "new"</li> <li>○ Continues to sprawl across site</li> <li>○ No change to cafeteria</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ East side of site remains the same</li> <li>○ Distributed media center</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.3	<p><u>Evaluating the Options-AR-1-Renovation &amp; Addition:</u> JCJ recaps options that have been presented to the SBC so far. A R-1 "Save the Core" is outlined below.</p> <ul style="list-style-type: none"> <li>➤ AR-1 Renovation &amp; Addition-Save the Core: <ul style="list-style-type: none"> <li>• Opportunities:</li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>○ Saves the existing auditorium and gym</li> <li>○ Expands fields and parking</li> <li>○ Reduces degraded area</li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Gym may remain “undersized”</li> <li>○ No change to drop-off/pick up loop</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ Two-story scheme</li> <li>○ Leaves east side “as is”</li> <li>○ Condensed footprint</li> </ul> </li> </ul>	
10.8.9.4	<p><u>Evaluating the Options-AR-2-Addition Renovation:</u> JCJ recaps options that have been presented to the SBC so far. A R-2 Addition Renovation “Curved Main Street” is outlined below.</p> <ul style="list-style-type: none"> <li>➤ AR-2-Addition Renovation-Curved Main Street: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Retains the Auditorium &amp; Gym</li> <li>○ Increase Parking</li> <li>○ Outdoor Classroom Adjacencies</li> <li>○ No Crossing Traffic</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Eliminates Tennis Courts</li> <li>○ Multiple Phases</li> <li>○ Requires Modularity for Entire Population</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ One story scheme (two story possible)</li> <li>○ Maintains east side “as is”</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.5	<p><u>Evaluating the Options-N-1-New Construction-The Piano:</u> JCJ recaps options that have been presented to the SBC so far. N-1-New Construction-The Piano is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-1 New Construction-The Piano: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Reduces degraded area</li> <li>○ Increases open space</li> <li>○ Increased drop-off/pick up loop</li> <li>○ Increased parking</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Proximity to abutters</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ Two-story scheme</li> <li>○ Leaves east side “as is”</li> <li>○ Condensed footprint</li> <li>○ Front door moves to north</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.6	<p><u>Evaluating the Options-N-2-New Construction-The Pinwheel:</u> JCJ recaps options that have been presented to the SBC so far. N-2-New Construction-The Pinwheel is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-2 New Construction-The Pinwheel: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Responds to site circulation (pedestrian)</li> </ul> </li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>○ Enhanced view from classrooms</li> <li>○ Separated bus loop</li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Closed courtyard requires operational commitment</li> <li>○ Additional curb cut on Summer Street</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ One story scheme</li> <li>○ East side remains “as is”</li> </ul> </li> </ul>	
10.8.9.7	<p><u>Evaluating the Options-N-3-New Construction-The Hub:</u> JCJ recaps options that have been presented to the SBC so far. N-3-New Construction-The Hub is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-3-New Construction-The Hub: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Increases Drop-Off/Pick UP loop</li> <li>○ Reduces degraded area</li> <li>○ Increases parking</li> <li>○ Increases play areas</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ TBD</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ Two Story Scheme</li> <li>○ Moves front door to North</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.8	<p><u>Evaluating the Options-N-4-New Construction-Main Street:</u> JCJ recaps options that have been presented to the SBC so far. N-4-New Construction-Main Street is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-4-New Construction-Main Street: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Allows for smaller 2-grade neighborhoods</li> <li>○ Increased drop-off and pick-up loop</li> <li>○ Increased parking</li> <li>○ Outdoor learning adjacent to classrooms</li> <li>○ Increased play areas</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Larger footprint on site</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ One story scheme (two story possible)</li> <li>○ East side remains “as is”</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.9	<p><u>Evaluating the Options-N-5-New Construction-Tennis Court L:</u> JCJ recaps options that have been presented to the SBC so far. N-5-New Construction-Tennis Court L is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-5-New Construction-Tennis Court L: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Extends the parent drop-off loop</li> <li>○ Preserves the tennis courts</li> <li>○ Consolidates outdoor spaces</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Close to abutters</li> <li>○ Exit to Lincoln street eliminated</li> </ul> </li> </ul> </li> </ul>	Record

	<ul style="list-style-type: none"> <li>• Other: <ul style="list-style-type: none"> <li>○ Two Story Scheme</li> <li>○ Orients the building to Summer Street</li> </ul> </li> </ul>	
10.8.9.10	<p><u>Evaluating the Options-N-6-New Construction-Eastside Courtyard:</u> JCJ recaps options that have been presented to the SBC so far. N-6-New Construction-Eastside Courtyard is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-6-New Construction-Eastside Courtyard: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Increased drop-off and pick up loop</li> <li>○ Separated buss loop</li> <li>○ Presence right on Lincoln Street</li> <li>○ Consolidated open spaces</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Crossing traffic between school and field</li> <li>○ Tennis courts eliminated</li> <li>○ Proximity to abutters</li> <li>○ Closed courtyard requires maintenance</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ One story scheme (two story possible)</li> <li>○ Summer Street exit eliminated</li> </ul> </li> </ul> </li> </ul>	Record
10.8.9.11	<p><u>Evaluating the Options-N-7-New Construction-Eastside Main Street:</u> JCJ recaps options that have been presented to the SBC so far. N-7-New Construction-Eastside Main Street is outlined below.</p> <ul style="list-style-type: none"> <li>➤ N-7-New Construction-Eastside Main Street: <ul style="list-style-type: none"> <li>• Opportunities: <ul style="list-style-type: none"> <li>○ Increased drop-off and pick up loop</li> <li>○ Separated bus loop</li> <li>○ Presence right on Lincoln Street</li> <li>○ Consolidated open spaces</li> </ul> </li> <li>• Limitations: <ul style="list-style-type: none"> <li>○ Crossing traffic between school and fields</li> <li>○ Tennis courts eliminated</li> <li>○ Proximity to abutters</li> <li>○ Only a Summer Street exit</li> </ul> </li> <li>• Other: <ul style="list-style-type: none"> <li>○ One story scheme (two story possible)</li> </ul> </li> </ul> </li> </ul>	Record
10.8.10	<p><u>Evaluation of Alternatives-Developing the Criteria:</u> D. Ruiz discusses the Developing the Criteria slides presented in the JCJ presentation. Below is an outline of those options:</p> <ul style="list-style-type: none"> <li>➤ Increased Drop-Off/Pick up Queuing</li> <li>➤ Preserve Auditorium</li> <li>➤ Tennis Courts</li> <li>➤ Vehicular and Pedestrian Circulation</li> <li>➤ Parking</li> <li>➤ Fields/Play Areas/Playgrounds</li> <li>➤ Proximity to Abutters</li> <li>➤ Outdoor Learning Environments</li> </ul>	DWMP/JCJ

	<ul style="list-style-type: none"> <li>➤ Building Layout</li> <li>➤ Community Use</li> <li>➤ Orientation to the Street</li> <li>➤ Lincoln St. vs. Summer St. Access</li> <li>➤ One Story vs. Two Story</li> <li>➤ Safety and Security</li> </ul> <p>The team explains that the SBC's input and feedback is important to developing the criteria along with the scoring rubric. The SBC is asked to review the options presented, determine if any criteria needs to be adjusted, and to be ready to score options at the 10/24/17 meeting. DWMP and JCJ to work on criteria and scoring rubric that will be sent to SBC ahead of 10/24 meeting.</p>	
10.9	<p><u>Status of PDP Report:</u> D. Ruiz explains and recaps the PDP report. An outline of the information presented is below:</p> <ul style="list-style-type: none"> <li>➤ PDP Report Update <ul style="list-style-type: none"> <li>• Existing Conditions Report</li> <li>• Have Received materials from: <ul style="list-style-type: none"> <li>○ Civil, Structural, Mechanical, Electrical, Plumbing/Fire Protection, Hazardous Materials</li> </ul> </li> <li>• Building currently grandfathered by code</li> <li>• Any significant renovation or repair would require existing building to meeting current codes</li> <li>• Any repairs, renovations, additions, must consider 780 CMR, Chapter 34 existing building code</li> <li>• Options being considered would require structure to be updated to meet current building codes</li> <li>• Cost to reduce existing core block may be in the same range as the replacement</li> <li>• Services are available on-site water, sanitary, gas, electrical</li> <li>• Stormwater management within surrounding site is not comprehensive</li> <li>• Many stormwater elements are silted up or clogged</li> <li>• Accessibility to and on the site is not comprehensive</li> <li>• Wellhead, riparian and wetland restrictions as previously discussed</li> <li>• Incoming service conductors are exposed and in poor condition this should be addressed promptly</li> <li>• No emergency generator/emergency lighting by battery packs</li> <li>• Renovation would require adding fire sprinklers in 1954 and 1965 additions</li> <li>• Intrusion system sensors are in poor condition</li> <li>• No bi-directional antenna system for FD communication</li> </ul> </li> </ul> <p>A. Urbas states that the school underwent adding fire alarm monitoring system 5 years ago. Essex Elementary is currently going through adding this same system now. Sprinklers are to protect the building; the fire alarm monitoring system is to notify the students and teachers.</p>	Record
10.10	<p><u>Next Meetings:</u></p> <ul style="list-style-type: none"> <li>• 10/23/17 Ed. Programming Workshop #2 (8:30am-3pm)</li> <li>• 10/24/17 SBC Meeting (7pm)</li> <li>• 11/1/17 Community Meeting No. 2</li> </ul>	Record



	<ul style="list-style-type: none"><li>11/6/17 SBC Meeting (7pm)</li></ul>	
10.11	<u>Other Topics Not Reasonably Anticipated 48 Hours Prior to Meeting:</u> The team asks the SBC to review the existing conditions report on the dropbox since the information will be included in the PDP submission. The SBC is required to vote for PDP submission.	Record
10.12	<u>Public Comment:</u> None.	Record
10.13	<u>Adjourn:</u> A motion was made by A. Ingaharro and seconded by G. Scharfe to adjourn the meeting. Discussion: None. Vote: Unanimous to approve. Meeting adjourned at 9:09 pm.	Record

**Attached:**

*SBC Meeting Agenda, Sign In Sheet, SBC Meeting No. 9 9/26/17 Meeting Minutes, DWMP Invoice #7, JCJ Invoice #2, Cashflow, Manchester Memorial Elementary School Presentation 9/26/17, JCJ Power Point presentation*






**DORE AND WHITTIER ARCHITECTS**




Architects • Project Managers



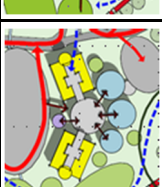
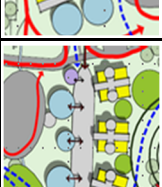
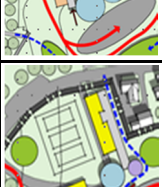



Christina Shefferman  
Assistant Project Manager  
Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.

Renovation Only		Addition / Renovation				New Construction						
RENOVATION ONLY		ADDITION/ RENOVATION Minimal Intervention		ADDITION/ RENOVATION Retain Core Block Only		NEW CONSTRUCTION Phased / Students Stay On-Site		NEW CONSTRUCTION Single Phased Construction Students Moved Off-Site				
Option R-1 "Four Walls"		Option AR-1 "Four Wall + More"		Option AR-2 "Save the Core"		Option N-1 "The Plano"		Option N-2 "The Pinwheel"				
												
<b>Educational</b>		<b>5.3</b>		<b>8.1</b>		<b>7.5</b>		<b>8.2</b>				
Meets Educational Program for all Students		1.4		2.2		2.2		2.4		2.4		8.7
Provides Flexibility for Future Growth		1.3		2.0		1.5		1.9		1.6		2.4
Flexibility for Configuration & Adjacencies of Teaching Spaces		1.3		2.1		2.2		2.0		2.1		2.0
Minimizes Impact to Students During Construction		1.4		1.8		1.6		1.9		1.8		2.0
<b>Community</b>		<b>10.8</b>		<b>11.2</b>		<b>9.5</b>		<b>10.5</b>				
Provides Accessibility to Community Used Space		2.0		2.2		2.2		2.3		2.1		2.1
Accommodates Community Program Needs		2.0		2.0		1.9		2.1		2.0		2.0
Retains Separated Auditorium		2.4		2.4		2.4		1.3		1.4		1.4
Retains Existing Tennis Courts		2.8		2.8		1.5		2.5		2.5		1.0
Allows for Desired Gym Size		1.6		1.8		1.5		2.4		2.3		2.2
<b>Site</b>		<b>8.7</b>		<b>11.3</b>		<b>9.4</b>		<b>11.3</b>				
Maximizes Efficient Utilization of the Site		1.3		2.3		1.6		1.8		1.9		1.8
Increases the Number of Play Areas/ Fields		1.2		2.2		1.5		2.0		2.0		2.3
Provides Favorable Building Presence to Street		1.5		1.9		1.6		2.3		1.5		1.8
Improves Parent Drop-Off/ Pick-Up Queuing		1.2		1.2		1.3		1.9		1.8		2.0
Off-Site Swing Space Not Required		1.7		1.5		1.3		1.4		1.3		1.2
Creates Favorable Relationships to Abutters		1.8		2.3		2.0		1.9		1.5		1.5
<b>Building</b>		<b>2.5</b>		<b>4.3</b>		<b>2.8</b>		<b>2.9</b>				
Optimizes Building Mass to Perimeter Ratio		1.3		2.2		1.4		1.5		1.8		1.5
Optimizes Building's Footprint on the Site (# of Stories)		1.3		2.1		1.5		1.5		1.7		1.8
<b>Costs and Schedule</b>		<b>7.2</b>		<b>7.1</b>		<b>5.5</b>		<b>7.1</b>				
Relative Capital Costs		1.6		2.0		1.4		1.6		1.8		1.6
Requires Replacement of Tennis Courts		2.5		1.9		1.3		2.0		1.8		1.6
Provides a Shorter Construction Period		1.7		2.0		1.5		2.1		1.8		1.8
Accommodates Transitions (Swing Space)		1.4		1.2		1.3		1.4		1.4		1.4

Renovation Only		Addition / Renovation	
Sustainability <i>Optimizes Solar Orientation</i> <i>Most Improves Riparian/ Wetland Conditions</i> <b>Safety &amp; Security</b> <i>Maintains Safe Route Guidelines for Pedestrians</i> <i>Provides Option to Separate Community Uses from Classrooms</i>	RENOVATION ONLY	ADDITION/ RENOVATION <i>Minimal Intervention</i>	ADDITION/ RENOVATION <i>Retain Core Block Only</i>
	Option R-1 "Four Walls"	Option AR-1 "Four Wall + More"	Option AR-2 "Save the Core"
			
	2.5 1.2 1.3	2.7 1.4 1.4	3.8 1.9 1.9
	3.7 2.2 1.5	4.0 2.4 1.6	4.5 2.5 2.0
Totals	36	44	53

New Construction						
NEW CONSTRUCTION <i>Phased / Students Stay On-Site</i>	NEW CONSTRUCTION <i>Single Phased Construction Students Moved Off-Site</i>					
	Option N-1 "The Piano"	Option N-2 "The Pinwheel"	Option N-3 "The Hub"	Option N-4 "Main Street"	Option N-5 "Tennis Court L"	Option N-6 "Eastside Courtyard"
						
	5.0 2.5 2.5	3.9 2.1 1.8	5.0 2.5 2.5	4.7 2.5 2.3	3.8 1.8 2.0	4.1 2.0 2.1
	4.9 2.7 2.2	4.6 2.3 2.4	4.9 2.5 2.4	4.7 2.4 2.4	3.9 1.8 2.1	4.0 1.8 2.2
Totals	59	49	59	54	46	46

# Manchester Memorial Elementary School SBC Meeting

10/24/2017



JCJ ARCHITECTURE

# Agenda

1. Call to Order
2. Previous Topics & Approval of October 10, 2017 Meeting Minutes
3. Invoices and Commitments for Approval
4. Working Groups Update
5. Budget Update
6. Schedule/Look Ahead
7. Project Update
8. Educational Planning
9. Evaluation of PDP Options
10. PDP Report
11. Next Meetings
12. Other Topics Not Reasonably Anticipated 48 hours prior to Meeting
13. Public Comments
14. Adjourn



# 1. Call to Order

SBC Meeting 10/24/17



JCJ ARCHITECTURE

## 2. Previous Topics & Approval of October 10, 2017 Meeting Minutes

### Action Items from Meeting Minutes:

7.11 Site: Review options for swing space in surrounding towns	(P. Beaudoin)
8.8 Poll group for potential school site tours	(P. Beaudoin)
9.3 Revised Samiotes Proposal	(JCJ)
10.4.3 Budget Collaboration Group Meeting Update	(Budget Collab. Group)
10.8.10 PDP Criteria and Feedback Questionnaire	(DWMP/JCJ)



### 3. Invoices and Commitments for Approval





## 4. Working Groups Update

- Educational Programming
- Facilities Assessment
- Budget Collaboration
- Communications



# 5. Budget Update

Project:

Manchester Memorial Elementary School



Project Details

DWMP Project No.	MP17-114	Project Type	Elementary School
Project Name	Manchester Memorial Elementary School	Scope Type	TBD
Project Address	43 Lincoln Street Manchester-by-the-Sea, MA 01944	MSBA Project?	Yes
Project Phase	Feasibility Study	MSBA Proj. No.	201506980010
Phase End-Date	08/22/2018	Enrollment	335
Phase % Complete	22%	Reimb. Rate	31.00%

Project Budget Summary

Budget Category	Original Budget	Budget Transfers	Updated Budget	Contract Amount	% Committed	Expended	% Expended	Contract Remaining	Budget Balance
0000-0000 Feasibility Study Agreement									
0001-0000: OPM - Feasibility Study	\$125,000.00	\$30,000.00	\$155,000.00	\$155,000.00	100%	\$71,055.00	45%	\$83,945.00	\$0.00
0002-0000: A&E - Feasibility Study	\$400,000.00	-\$50,000.00	\$350,000.00	\$350,000.00	100%	\$48,570.00	13%	\$301,430.00	\$0.00
0003-0000: Environmental & Site	\$100,000.00	\$0.00	\$100,000.00	\$79,110.00	79%		0%	\$79,110.00	\$20,890.00
0004-0000: Other	\$25,000.00	\$20,000.00	\$45,000.00	\$828.83	1%	\$828.83	100%	\$0.00	\$44,171.17
Total - 0000-0000 Feasibility Study Agreement	\$650,000.00	\$0.00	\$650,000.00	\$584,938.83		\$120,453.83		\$464,485.00	\$65,061.17
Total	\$650,000.00	\$0.00	\$650,000.00	\$584,938.83		\$120,453.83		\$464,485.00	\$65,061.17

Invoice Items Pending Approval

The following invoice items are pending approval by the Owner/Building Committee. Expended totals above do not incorporate these invoices.

Approval Status	Invoice Line Value	Associated Invoice	Associated Contract	Invoice Notes	Budget Category
No Data					



# 6. Calendar Look Ahead

2017	October			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
25	26	27	28	29
02	03 SC Meeting	04 Community Meeting #1	05	06
09	10 SBC Meeting- Progress Report/Ed Planning/Evaluation of Alternative/OPM and Owner Items Checklist	11	12	13
16	17 SC Meeting	18	19	20
23 Ed. Programming Workshop 8:30am-3pm	24 SBC Meeting- Approve PDP Options and community presentation	25	26	27

2017	November			
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
30	31	01 Community Meeting #2, review options	02	03
06 SPECIAL SBC to approve PDP	07 SC Meeting - Approve PDP	08	09 PDP Submission	10
13	14	15	16	17
20	21 SC Meeting	22	23	24
27	28 SBC Meeting	29	30	01

SBC Meeting 10/24/17



JCJARCHITECTURE

## 6. Schedule Look Ahead (JCJ)



## 7. Project Update (JCJ)



## 8. Educational Planning (JCJ)



## 9. Evaluation of PDP Options (JCJ)



## 10. PDP Report (JCJ)

SBC Meeting 10/24/17



JCJ ARCHITECTURE



# 11. Next Meetings

- 10/24/17 SBC Meeting
- 11/01/17 Community Meeting No. 2
- 11/06/17 SBC Meeting
- 11/28/17 SBC Meeting

*Final Review of PDP Package, Prepare for Community Meeting No. 2*

*Project Update, Review Early Site and Building Concepts*

*Approve PDP*

*Design Update, Introduce Building Systems*

SBC Meeting 10/24/17



JCJ ARCHITECTURE

## 12. Other Topics Not Reasonably Anticipated 48 hours prior to Meeting



## 13. Public Comments



## 14. Adjourn



# Manchester Memorial Elementary School Feasibility Phase

**SBC MEETING #11**

**10/24/2017**

# **TODAY'S AGENDA**

**Project Update**

**Educational Planning**

**Evaluation of Options**

**PDP Report**

# TODAY'S AGENDA

## Project Update



**MANCHESTER MEMORIAL ELEMENTARY SCHOOL**

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

## Existing Conditions Assessments

*Surveyor  
Field Work Complete This Week*

*Traffic Analysis  
Field Work Complete Today*



## Educational Planning

*Educational Visioning Session  
October 23, 2017*

## Educational Planning

*We've Received the Educational Plan*

*Large Whole Group Instruction Space  
with Multiple Small Breakout Spaces*

*3 Small Leveled Libraries*

*Located near the Grades that Utilize Them (K/1, 2/3, 4/5)*

*Dedicated Science/Engineering Laboratories*

*(5) Quiet SPED Instruction Spaces (2 must accommodate up to 8 Students)*

# PROJECT UPDATE

## Educational Planning

*Band/ Chorus Rehearsal Room*

*Larger Instrumental Lesson/Rehearsal Room*

*Auditorium that Seats over 450 Guests*

*Project Adventure*

*Pre-K*

*Intensive Reading and Written Language & SAIL*

## Educational Planning

### *Variations from the Space Summary Guidelines*

*3 Additional Classrooms*

*STEM Classroom*

*Gender Neutral Toilets*

*Small SPED Tutoring (Reading)*

*Band/ Chorus Rehearsal Room*

*Instrument Storage*

*Larger Gymnasium*

*Gym Shower & Toilet*

*Distributed Library*

*Conference Room (for 50 ppl)*

*Admin Conference Room (for 20 ppl)*

*Mother's Room*

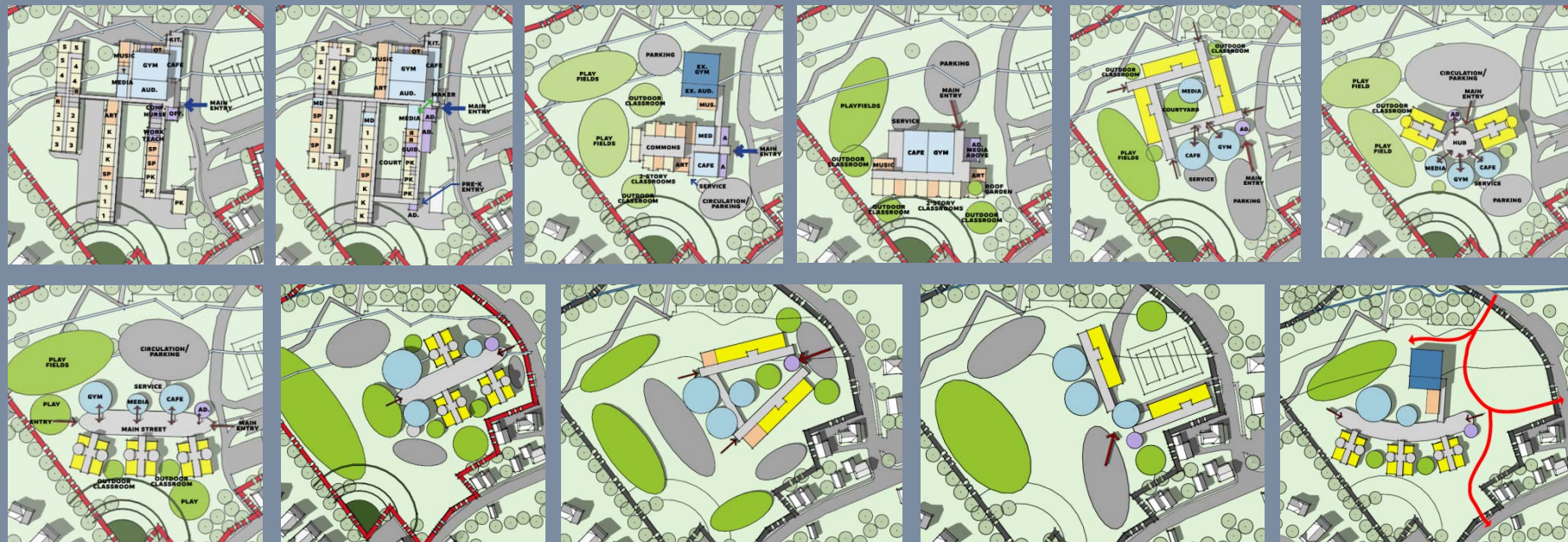
# PROJECT UPDATE

## Community Meeting #2 *November 1<sup>st</sup> – Agenda*

*Welcomes & Introductions*  
*Process & Schedule*  
*Potential Sites*  
*Options*  
*Educational Programming*  
*Discussion*  
*Next Steps*

## TODAY'S AGENDA

## Evaluation of the Options



# EVALUATING THE OPTIONS

- *The Big Picture*
- *Considering the Options*
  - *Pruning*

# EVALUATING THE OPTIONS

## The Big Picture *What's the MSBA Looking for?*

*"The purpose of the Preliminary Design Program is to define the*

- programmatic,*
- functional,*
- spatial,*
- and environmental*

*requirements of the educational facility necessary to meet the District's educational program, and perform the review and investigation required to clearly*

- define the existing building deficiencies."*



# EVALUATING THE OPTIONS

## The Big Picture

*Defining the Project Requirements*

*Programmatic*

*Functional*

*Spatial*

*Environmental*

*Define the Existing Building Deficiencies*

# EVALUATING THE OPTIONS

## The Big Picture

*Defining the Project Requirements*

### Programmatic

*The Educational Plan by the District*

*The Educational Visioning Sessions*

*The Space Summary Template*

# EVALUATING THE OPTIONS

## The Big Picture *Defining the Project Requirements*

Functional  
*Defined by the MSBA and The District*  
*Enrollment and Grade Configuration*

# EVALUATING THE OPTIONS

## The Big Picture

*Defining the Project Requirements*

### Spatial

*The Educational Visioning Sessions*

*Educational Plan*

*Site Selection*

*Understanding the Site Opportunities*

# EVALUATING THE OPTIONS

## The Big Picture

*Defining the Project Requirements*

Environmental

*Understanding Site Opportunities & Limitations*

*Geotechnical Report*

*Phase I – Assessment Report*

*Site Survey*

# EVALUATING THE OPTIONS

## The Big Picture *Defining the Project Requirements*

Define the Existing Building's Deficiencies  
*The Existing Conditions Report*

# EVALUATING THE OPTIONS

- *The Big Picture*
- *Considering the Options*
  - *Pruning*

# EVALUATING THE OPTIONS

## Considering the Options

MSBA Requires the Following Options

*Renovation Only*

*Addition – Renovation*

*New Construction*



# EVALUATING THE OPTIONS

## Considering the Options

The Process has Uncovered the Following Options

*Renovation Only*

*Addition Renovation (Minimum Additions)*

*Addition – Renovation (Significant Additions)*

*New Construction (Multi-Phase/ Occupied Site)*

*New Construction (Single-Phase/ Swing Space)*

# EVALUATING THE OPTIONS

## Considering the Options

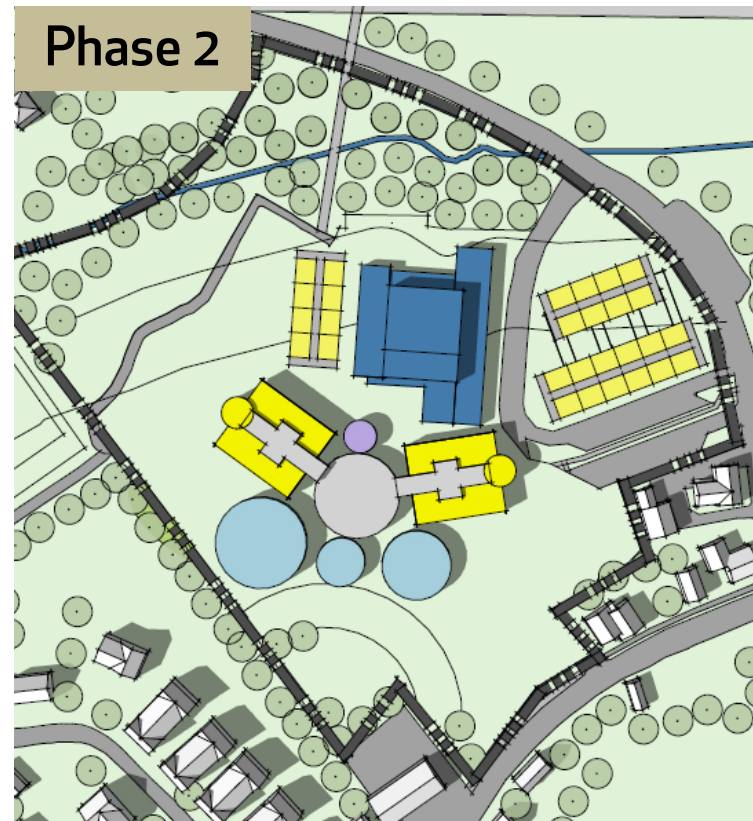
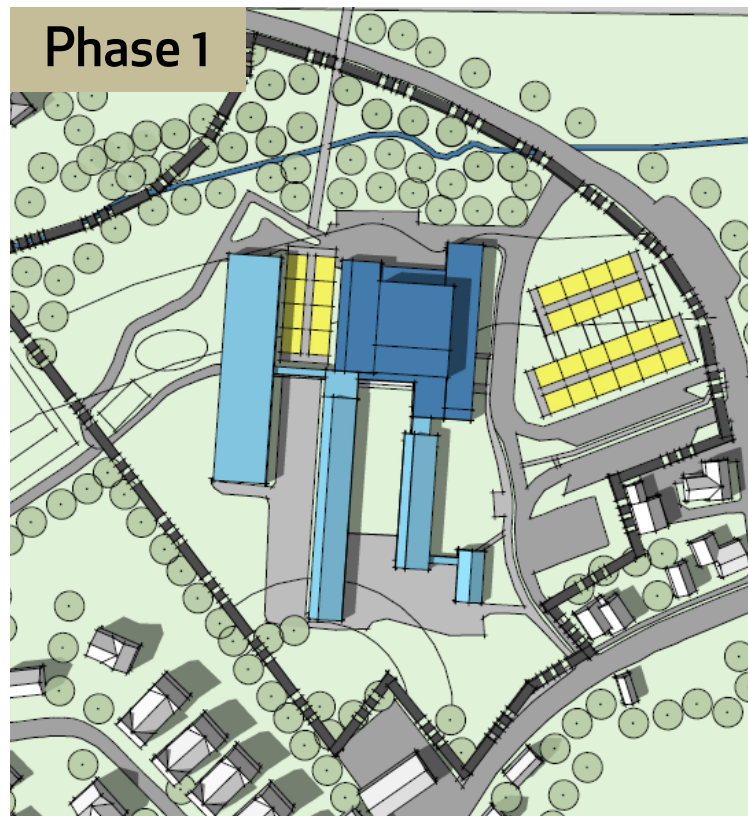
Clarifying The New Construction Options

*Matrix Indicated that Option N-3 and N-4  
Were Single-Phased/ Students in Swing Space*

*However, These could also be Constructed using a  
Multi-Phased, Occupied Site Approach*

# EVALUATING THE OPTIONS

## Option N-3



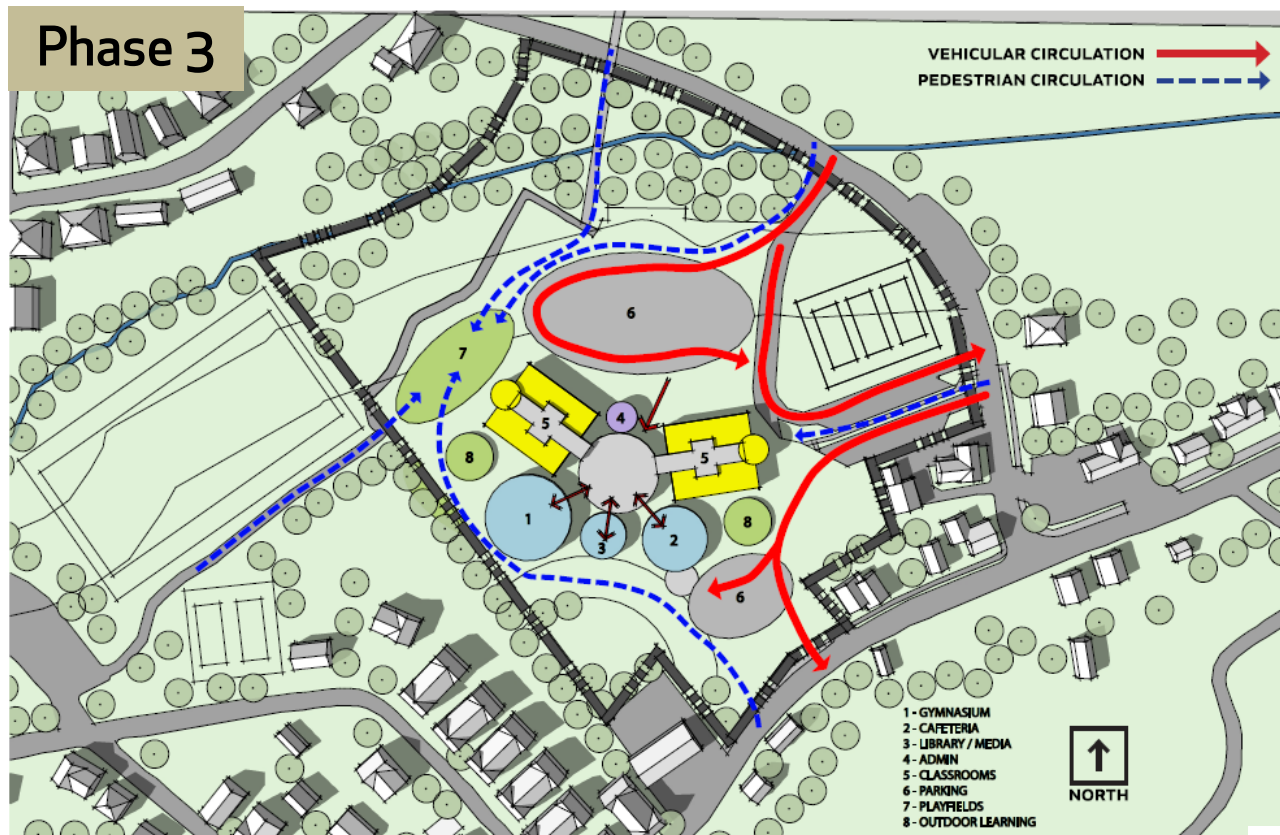
**MANCHESTER MEMORIAL ELEMENTARY SCHOOL**

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

**JCJ**ARCHITECTURE

# EVALUATING THE OPTIONS

## Option N-3



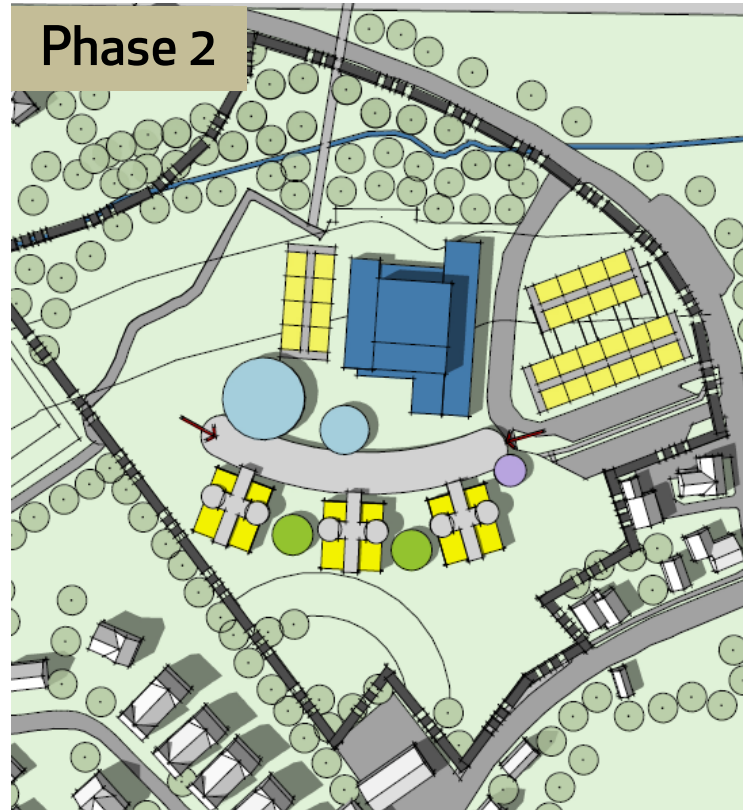
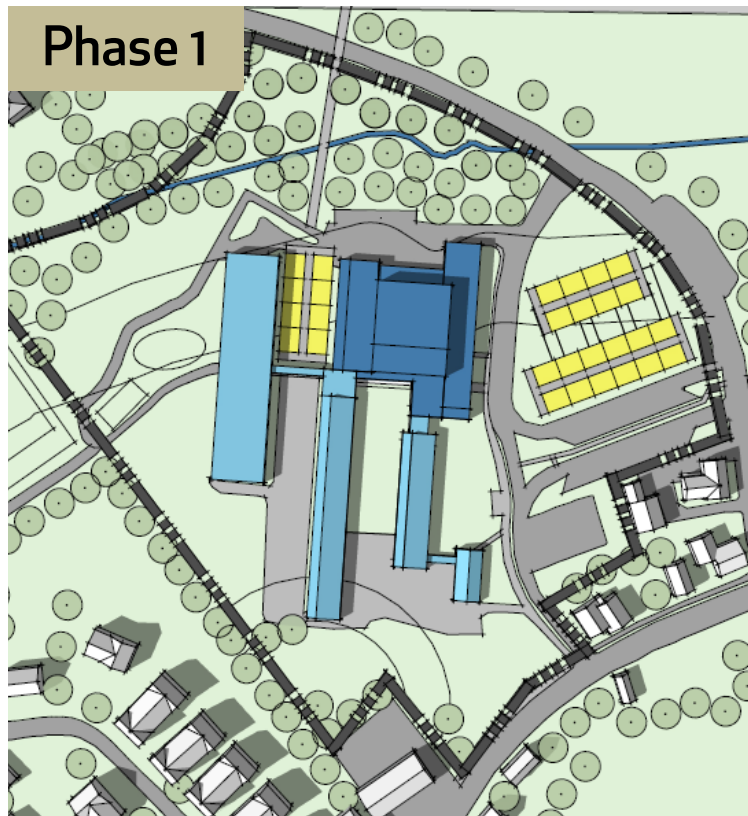
MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

JCJARCHITECTURE

# EVALUATING THE OPTIONS

## Option N-4



**MANCHESTER MEMORIAL ELEMENTARY SCHOOL**

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

**JCJ**ARCHITECTURE



# EVALUATING THE OPTIONS

## Option N-4



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

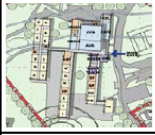


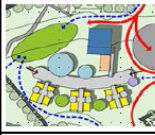

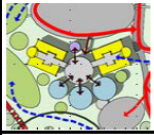
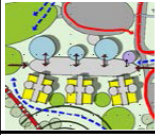




MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

JCJARCHITECTURE

# EVALUATING THE OPTIONS

## Considering the Options

### *Committee Discussion*

Renovation Only	Addition / Renovation			New Construction						
RENOVATION ONLY	ADDITION/ RENOVATION <i>Minimal Intervention</i>	ADDITION/ RENOVATION <i>Retain Core Block Only</i>		NEW CONSTRUCTION <i>Phased / Students Stay On-Site</i>			NEW CONSTRUCTION <i>Single Phased Construction Students Moved Off-Site</i>			
Option R-1 <i>"Four Walls"</i>	Option AR-1 <i>"Four Wall + More"</i>	Option AR-2 <i>"Save the Core"</i>	Option AR-3 <i>"Curved Main St"</i>	Option N-1 <i>"The Piano"</i>	Option N-3 <i>"The Hub"</i>	Option N-4 <i>"Main Street"</i>	Option N-2 <i>"The Pinwheel"</i>	Option N-5 <i>"Tennis Court L"</i>	Option N-6 <i>"Eastside Courtyard"</i>	Option N-7 <i>"Eastside Main Street"</i>
										

# EVALUATING THE OPTIONS












- *The Big Picture*
- *Considering the Options*
  - *Pruning*



# EVALUATING THE OPTIONS

## Considering the Options

### *Committee Discussion*

Renovation Only	Addition / Renovation			New Construction						
RENOVATION ONLY	ADDITION/ RENOVATION <i>Minimal Intervention</i>	ADDITION/ RENOVAION <i>Retain Core Block Only</i>		NEW CONSTRUCTION <i>Phased / Students Stay On-Site</i>			NEW CONSTRUCTION <i>Single Phased Construction Students Moved Off-Site</i>			
Option R-1 <i>"Four Walls"</i>	Option AR-1 <i>"Four Wall + More"</i>	Option AR-2 <i>"Save the Core"</i>	Option AR-3 <i>"Curved Main St"</i>	Option N-1 <i>"The Piano"</i>	Option N-3 <i>"The Hub"</i>	Option N-4 <i>"Main Street"</i>	Option N-2 <i>"The Pinwheel"</i>	Option N-5 <i>"Tennis Court L"</i>	Option N-6 <i>"Eastside Courtyard"</i>	Option N-7 <i>"Eastside Main Street"</i>
										
36.4	44	47.2	41.7	58.5	57.3	49.9	46.6	44	44.4	44.2

# EVALUATING THE OPTIONS

## Pruning *Committee Discussion*

*We are not Picking Favorites*

*Are there any Schemes that are Non-Starters?*

## TODAY'S AGENDA

## Evaluation of the Options



# EVALUATING THE OPTIONS

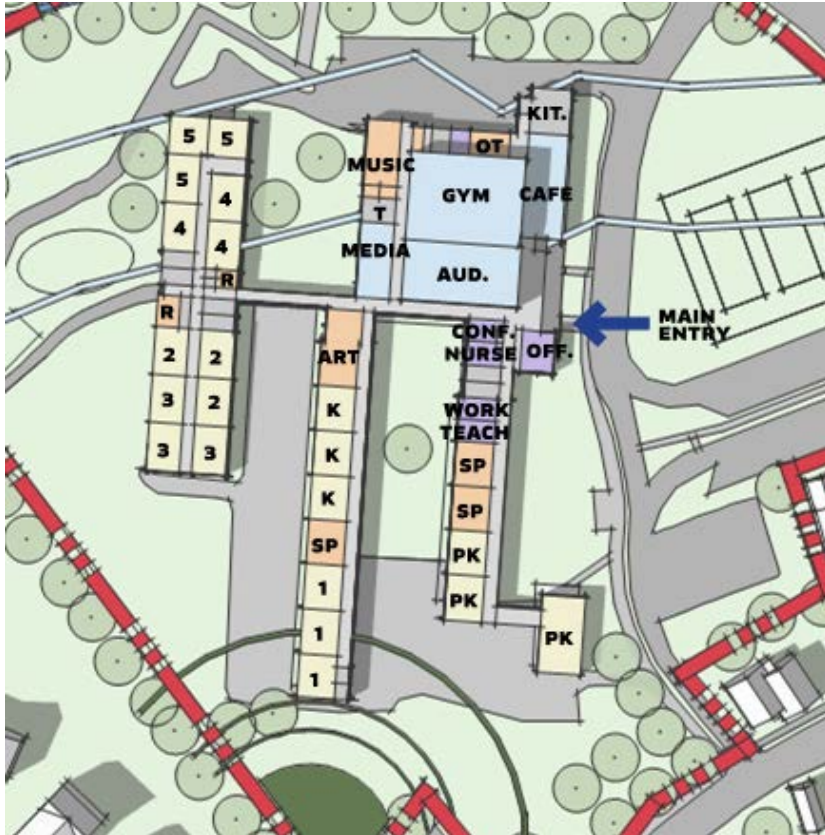
*All Options For Reference*

# EVALUATING THE OPTIONS

*Option R-1 – Renovation Only*  
*“The Four Walls”*

# EVALUATING THE OPTIONS

## OPTION R1 – RENOVATION ONLY (*OCCUPIED/ PHASED*)



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

## Opportunities

- *Retain Separated Auditorium & Cafeteria*

## Limitations

- *Various Rooms Will remain Undersized*
- *Challenging to Create Learning Communities*
- *Cost May be Similar to "New"*
- *Continues to Sprawl Across the Site*

## Other

- *Remains One Story*
- *East Side of Site Remains the Same*

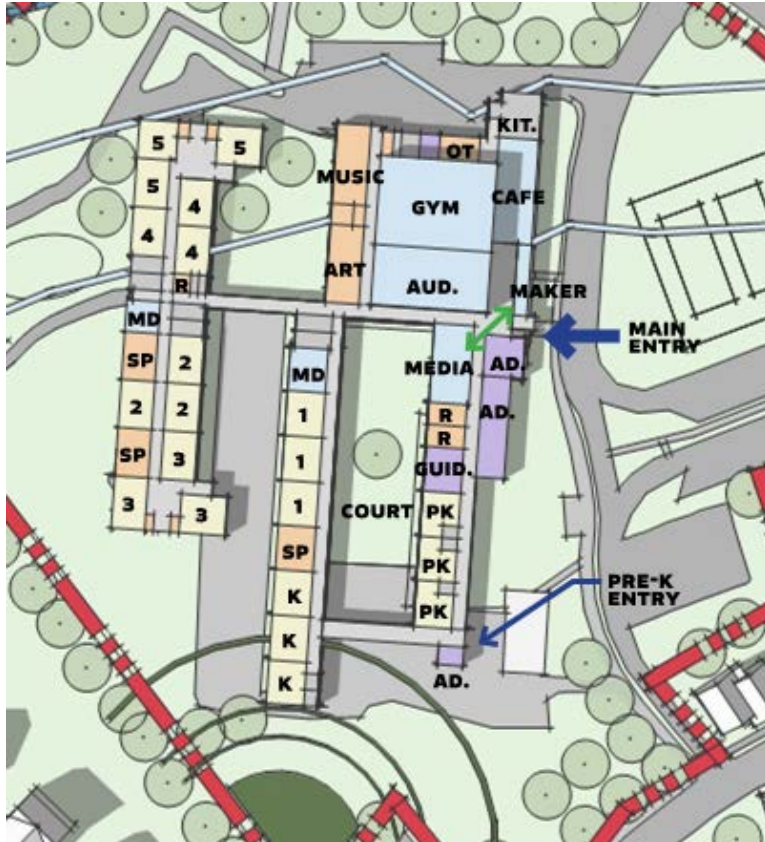
# EVALUATING THE OPTIONS

## *Option AR-1 – Renovation & Addition* *“The Four Walls....and More”*



# EVALUATING THE OPTIONS

## OPTION AR-1 – RENOVATION & ADDITION (*OCCUPIED/PHASED*)



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

## Opportunities

- *Retain Separated Auditorium & Cafeteria*
- *Better Integrate Pre-K into Main Building*
- *Learning Communities at Upper Grades*
- *Aggregate Administrative Spaces*

## Limitations

- *Various Rooms Will Remain Undersized*
- *Cost May be Similar to “New”*
- *Continues to Sprawl Across Site*
- *No Change to Cafeteria*
- *Lower grades no learning comm*

## Other

- *East Side of Site Remains the Same*
- *Distributed Media Center*

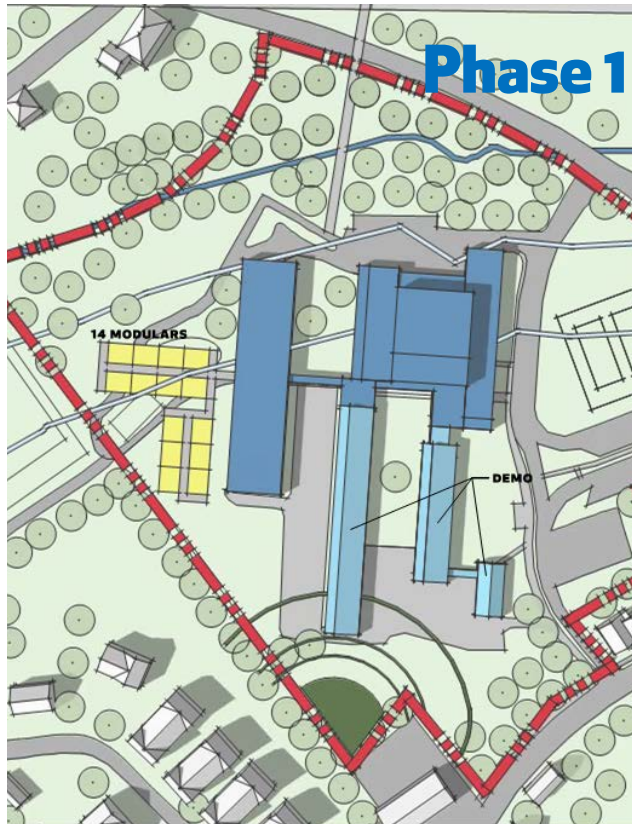


# EVALUATING THE OPTIONS

*Option AR-2 – Renovation / Addition*  
*“Save the Core”*

# EVALUATING THE OPTIONS

## OPTION AR-2 – RENOVATION & ADDITION (*OCCUPIED/PHASED*)



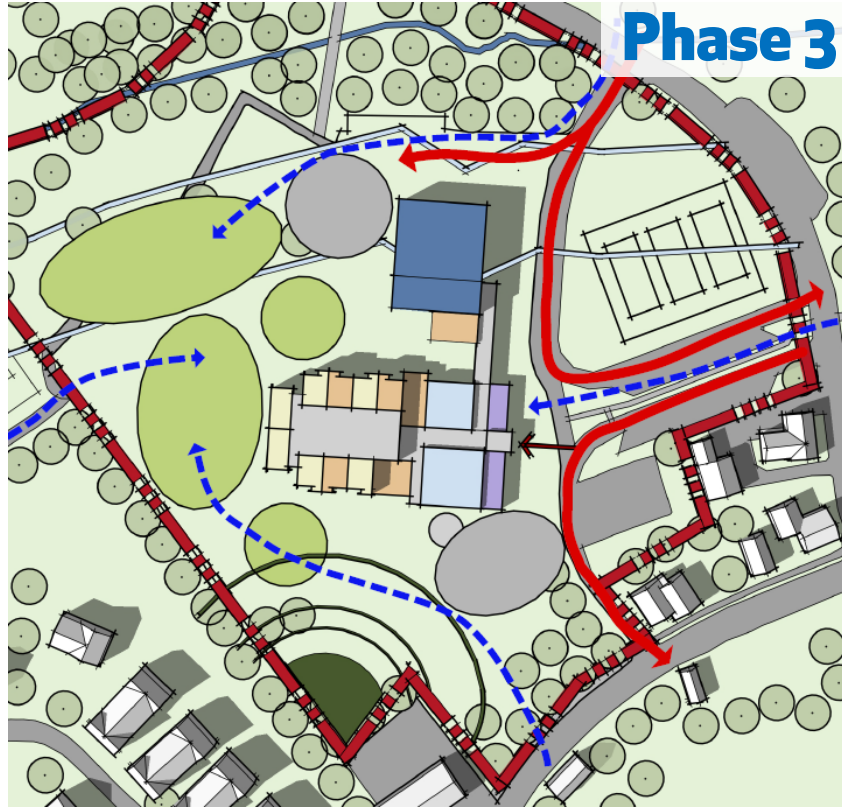
MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

JCJARCHITECTURE

# EVALUATING THE OPTIONS

## OPTION AR-2 – RENOVATION & ADDITION (*OCCUPIED/PHASED*)



### Opportunities

- *Saves the Existing Auditorium & Gym*
- *Expands Fields & Parking*
- *Reduces Degraded Area*

### Limitations

- *Gym May Remain “Undersized”*
- *No Change to Drop-Off/Pick-Up Loop*

### Other

- *Two-Story Scheme*
- *Leaves East Side “As is”*
- *Condensed Footprint*

# EVALUATING THE OPTIONS

## *Option AR-3 – New Construction* *“Curved Main Street”*

# EVALUATING THE OPTIONS

## OPTION AR-3 - ADDITION / RENOVATION



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

## Opportunities

- *Retains the Auditorium & Gym*
- *Increases Parking*
- *Outdoor Classroom Adjacencies*
- *No Crossing Traffic*

## Limitations

- *Eliminates Tennis Courts*
- *Multiple Phases*
- *Requires Modulares for Entire Population*

## Other

- *One Story Scheme (Two Story Possible)*
- *Maintains East Side "As is"*

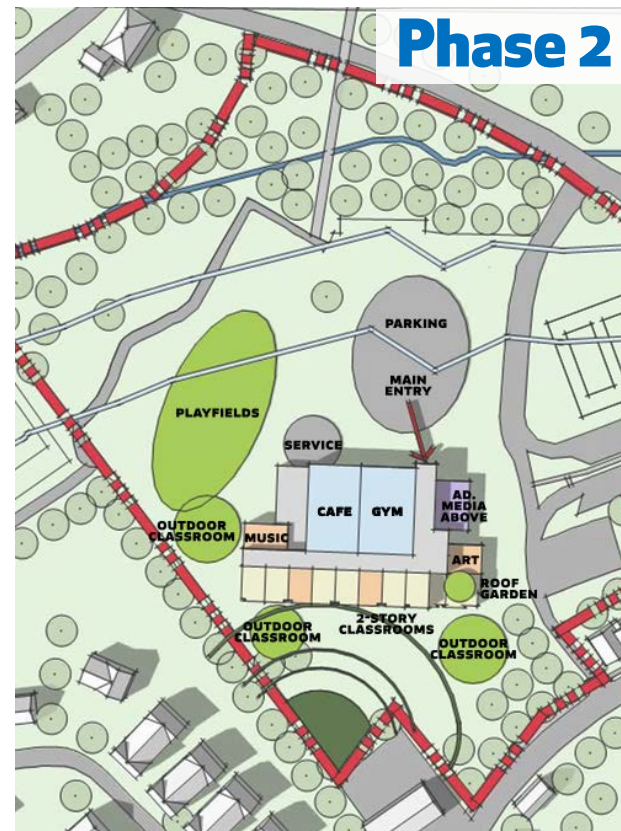
# EVALUATING THE OPTIONS

## *Option N-1 – New Construction* *“The Piano”*



# EVALUATING THE OPTIONS

## OPTION N-1 – NEW CONSTRUCTION



**MANCHESTER MEMORIAL ELEMENTARY SCHOOL**

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

**JCU**ARCHITECTURE

# EVALUATING THE OPTIONS

## OPTION N-1 – NEW CONSTRUCTION



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

## Opportunities

- *Reduces Degraded Area*
- *Increases Open Space*
- *Increased Drop-Off/Pick-Up Loop*
- *Increased Parking*

## Limitations

- *Proximity to Abutters*

## Other

- *Two-Story Scheme*
- *Leaves East Side "As is"*
- *Condensed Footprint*
- *Front Door Moves to North*



# EVALUATING THE OPTIONS

## *Option N-2 – New Construction* *“The Pinwheel”*

# EVALUATING THE OPTIONS

## OPTION N-2 – NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

### Opportunities

- *Responds to Site Circulation (Pedestrian)*
- *Enhanced Views from Classrooms*
- *Separated Bus Loop*

### Limitations

- *Closed Courtyard Requires Operational Commitment*
- *Additional Curb Cut on Summer Street*

### Other

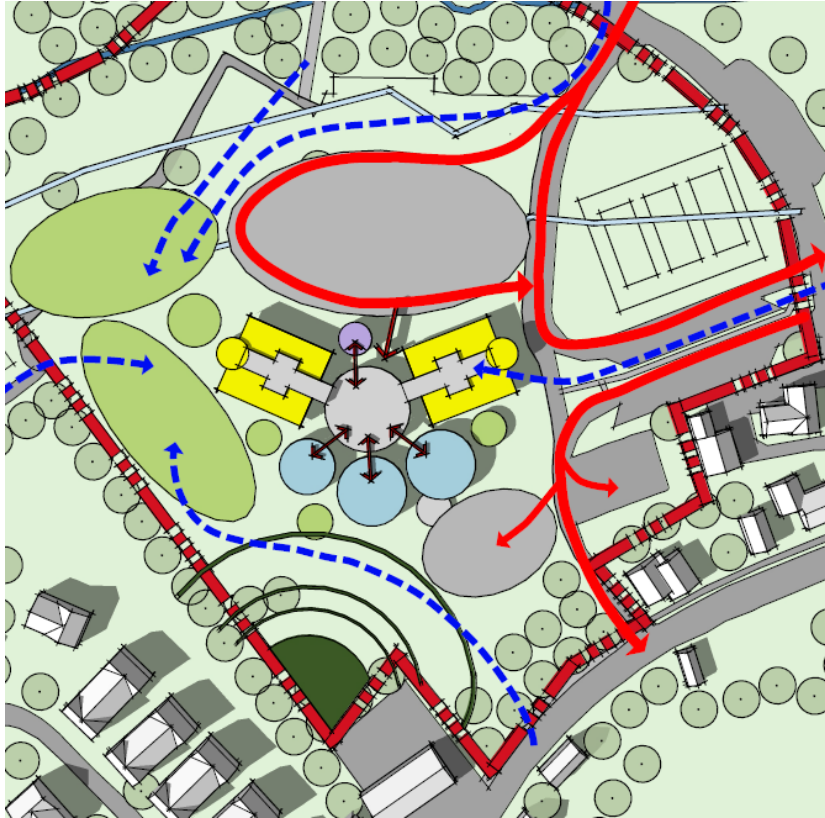
- *One Story Scheme*
- *East Side Remains "As is"*

# EVALUATING THE OPTIONS

## *Option N-3 – New Construction* *“The Hub”*

# EVALUATING THE OPTIONS

## OPTION N-3 – NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



### Opportunities

- *Increases Drop-Off/Pick-Up Loop*
- *Reduces Degraded Area*
- *Increases Parking*
- *Increases Play Areas*

### Limitations

- *TBD*

### Other

- *Two Story Scheme*
- *Moves Front Door to North*

# EVALUATING THE OPTIONS

## *Option N-4 – New Construction* *“Main Street”*

# EVALUATING THE OPTIONS

## OPTION N-4 – NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



### Opportunities

- *Allows for Smaller 2-Grade Neighborhoods*
- *Increased Drop-Off and Pick-Up Loop*
- *Increased Parking*
- *Outdoor Learning Adjacent to Classrooms*
- *Increased Play Areas*

### Limitations

- *Larger Footprint on Site*

### Other

- *One Story Scheme (Two Story Possible)*
- *East Side Remains "As is"*

# EVALUATING THE OPTIONS

## *Option N-5 – New Construction* *“Tennis Court L”*

# EVALUATING THE OPTIONS

## OPTION N-5 – NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



### Opportunities

- *Extends the Parent Drop-Off Loop*
- *Preserves the Tennis Courts*
- *Consolidates Outdoor Spaces*

### Limitations

- *Close to Abutters*
- *Exit to Lincoln Street Eliminated*

### Other

- *Two Story Scheme*
- *Orients the Building to Summer St.*

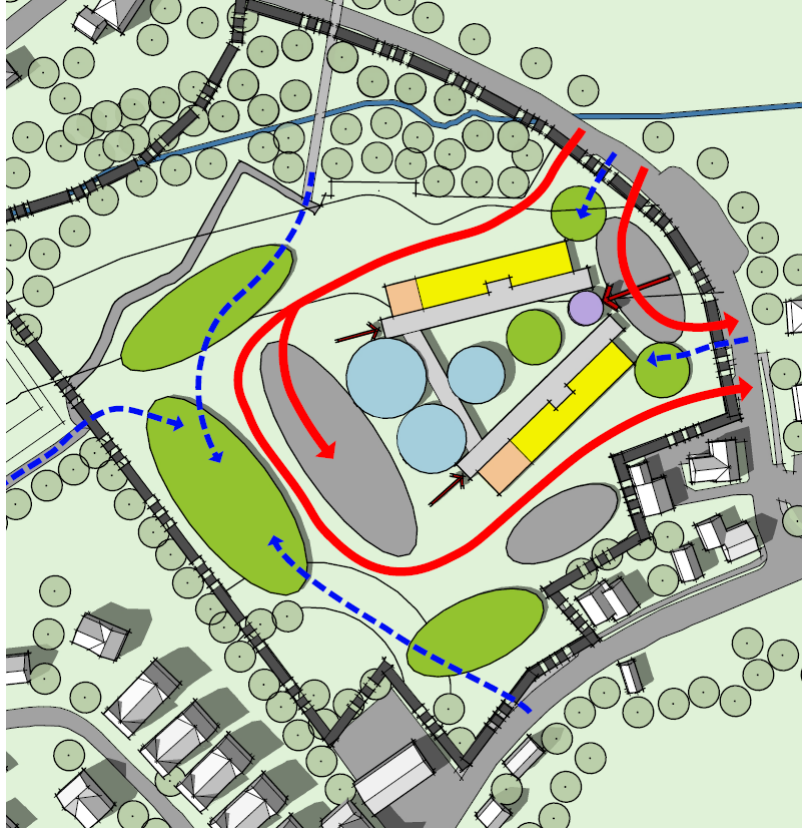


# EVALUATING THE OPTIONS

## *Option N-6 – New Construction* *“Eastside Courtyard”*

# EVALUATING THE OPTIONS

## OPTION N-6 – NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



MANCHESTER MEMORIAL ELEMENTARY SCHOOL

MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

### Opportunities

- *Increased Drop-Off and Pick-Up Loop*
- *Separated Bus Loop*
- *Presence Right on Lincoln Street*
- *Consolidates Open Spaces*

### Limitations

- *Crossing Traffic Between School and Fields*
- *Tennis Courts Eliminated*
- *Proximity to Abutters*
- *Closed Courtyard Requires Maintenance*

### Other

- *One Story Scheme (Two Story Possible)*
- *Summer Street Exit Eliminated*

# EVALUATING THE OPTIONS

## *Option N-7 – New Construction* *“Eastside Main Street”*

# EVALUATING THE OPTIONS

## OPTION N-7 - NEW CONSTRUCTION (*STUDENTS OFF-SITE IN SWING SPACE*)



MANCHESTER MEMORIAL ELEMENTARY SCHOOL  
MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

### Opportunities

- *Increased Drop-Off and Pick-Up Loop*
- *Separated Bus Loop*
- *Presence Right on Lincoln Street*
- *Consolidates Open Spaces*

### Limitations

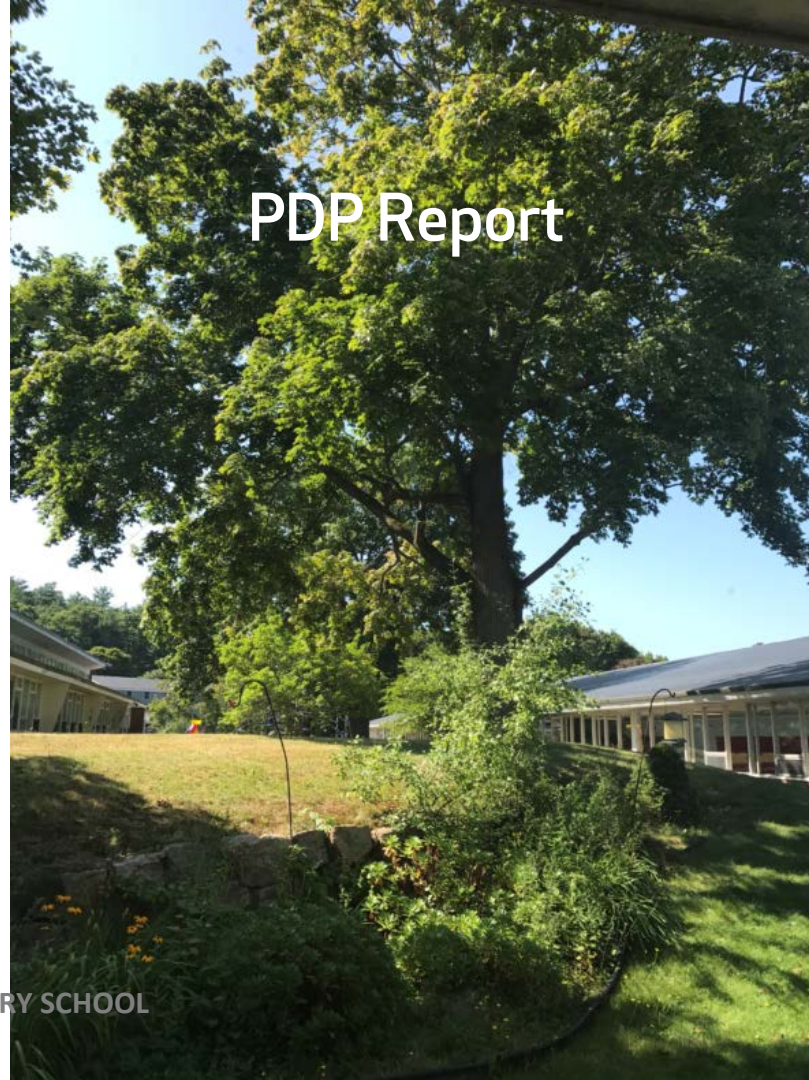
- *Crossing Traffic Between School and Fields*
- *Tennis Courts Eliminated*
- *Proximity to Abutters*
- *Only a Summer Street Exit*

### Other

- *One Story Scheme (Two Story Possible)*

# TODAY'S AGENDA

## PDP Report



**MANCHESTER MEMORIAL ELEMENTARY SCHOOL**  
MANCHESTER-ESSEX REGIONAL SCHOOL DISTRICT, MASSACHUSETTS

**JCU**ARCHITECTURE

# TODAY'S AGENDA

## PDP Report

*Introduction*

*Educational Program*

*Initial Space Summary*

*Existing Conditions*

*Site Development*

*Evaluation of Alternatives*

*Local Action and Approvals*

*Appendices*

# TODAY'S AGENDA

## PDP Report

*PDP Review Sub-Committee  
Comments Back by 10/31*

*Final Approval 11/6*

# THANK YOU

