

Minutes

Project Name:	Wilmington Wildwood Early Childhood Center	Project Number:	22127
RE:	School Building Committee	Meeting Date:	12/17/2024
Prepared by:	Sarah A. Traniello	Meeting No:	24
Location:	Hybrid: In Person at Wilmington High School, 159 Church Street, Wilmington, and Remote Participation via Zoom (recording posted on Wildwood Building Project website, WCTV and YouTube)		
Distribution:	School Building Committee		

Attendees

Wildwood School Building Committee				SMMA OPM
Diane M. Allan	Present	Dennis Kelley	Present	Julie Leduc, Director, OPM Services and Project Manager Sarah Traniello, Assistant Project Manager
Gregory B. Bendel	Absent	Craig Miner	Present	
Kate Bissell	Present	Christine Murray	Present	
Dr. Glenn Brand, Chair	Present	Judith O'Connell	Absent	Dore+Whittier Architects Lee P. Dore, Principal, Designer Rani Philip, Project Manager
Kevin A. Caira	Absent	Christine Prendergast	Present	
Michael Camoscio	Present	Paul J. Melaragni	Present	
Justin Cusce	Present	David A. Ragsdale	Present	
Marianne Gallezzo	Remote	Paul Ruggiero	Present	
Nicholas Golden	Present	Stacey Scott	Present	
Christine Holloran	Remote	R. Eric Slagel	Present	
John C. Holloway	Absent	Stephen Turner	Present	
Vivian Varbedian, Vice Chair				Present

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24.01	Record	Chair, Glenn Brand, called the meeting to order at 6:35 PM. Roll Call of the School Building Committee was performed to account for all of those who are present through remote participation on Zoom. The attendance based on the roll call can be found on page 1 of these minutes. The majority were present in person with a handful of members through remote access on Zoom Webinar. Remote and absent members are noted above.
24.02	Record	Approval of Minutes G. Brand advised that the draft minutes of the December 3, 2024 School Building Committee Meeting were distributed for review and approval. – P. Melaragni motioned to approve the revised meeting minutes from the December 3, 2024 School Building Committee meeting, with a second motion by N. Golden.

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		– Approval of Minutes Roll Call Vote: Affirmatively responded, passed unanimously. M. Gallezzo abstained due to absence from meeting.
24.03	Record	Approval of Invoices J. Leduc advised that there are two Warrants for approval, Warrant 19A in the amount of \$3,750 for SMMA's Basic OPM Services and Warrant 19B in the amount of \$95,232.58 for Dore+Whittier Architect's Architectural Design Services. – P. Ruggiero motioned to approve both Warrants on behalf of the Finance Working Group having met prior to the meeting to review these invoices. Motion seconded by C. Prendergast. – Approval of Minutes Roll Call Vote: Affirmatively responded, passed unanimously.
24.04	Record	Design Update – R. Philip provided update to the School Building Committee relating the updates that came forth from the meetings with the User Groups. – Biggest changes were prioritized with Teacher Collaboration Spaces located more centrally to serve the more than 40 staff on 1 level where 2 rooms were needed per level. – Art and Music flex class space towards Music of 1,000 sf. – MSBA asked to see the potential could be seen if living short in space could be lived within. It was determined that it did not work well. Spaces were needed for staff and services and Admin was place with Admin Staff location that allows supervision on each floor. – PreK entry use with parents bringing students into the school meeting staff at the Main Entry. – 35,000 sf portion is reimbursable with the delta of SPED being covered. 9,950 sf with potential for Art after the floor plan review with staff of what works what does not. – Medical Suite changes will be implemented. – Pink are extended learning spaces. 2 offices by the PreK entry. Art is right above the suite. – Teacher Collaboration Space, Toilet Rooms, etc. were added near the Cafeteria with 1 elevator bank (central in building). 1 Elevator is up to code. This was updated this morning since the release of the teacher Collaboration Spaces with specialists near Admin team and classroom wing. Second floor second Art classroom with closer STEM access to

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		stem areas as desired. Admin is on the right and the Math tutor (200 sf) to meet in space. – Third Floor had greatest changes implemented with no program that needed to go back. There will be 18-22 classrooms on the third floor with 12-14 classrooms on the second and ground floors. – How many classrooms, by school building, does this compare to currently? – Small group rooms are on all floors between classrooms. There are extended learning spaces with acoustical partitions with small group in classroom areas enabling flexibility. – Areas are fitted with whiteboards in each of the spaces. – Is there a price difference between materials and aesthetics? – What are the majority desiring or envisioning? This knowledge will be helpful in the due diligence that can be performed to price in the estimates. – Dore+Whittier is interpreting and displaying based on the feedback from the SBC with the colored dots provided on the precedent images. – This effort is to assist in narrowing down the overall feeling that is trying to be achieved in the teaching environment i.e. progressive or traditional style. Currently, heading down the road of practical and utilitarian spaces is the direction that is being sought and importantly cost effective. ○ P. Melaragni advised that Wilmington is not looking for the Taj Mahal. but natural light in places is preferred, natural colorings yet with some playfulness and continuity throughout the spaces in the school. – Landscape is preferred to be softer versus harder with landscape area for movement. – Shading aspect is important on hot sunny days. – Solar canopies vs. panels on roof? – Plaza entries vs. plazas? What is the sentiment? – Hallways with durable wall block with painted surfaces do not make sense. – Idea: Neighborhood aesthetic on each floor gets named by school i.e. North, Woburn, Wildwood them classification
24.05	Record	Site Investigation – Traffic Studies have been performed at the North Intermediate site in the morning and afternoon periods observing passenger vehicles and buses with all vehicles accommodated on the site itself

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		and queuing lanes onsite. Graphic showing part of the study with circulation with new PreK-5 and new bus drop-off and some recommendations were made with some operational changes at Middlesex intersection. Middlesex and Salem will be for further study. A signal is recommended at High Street and there is a recommendation for the retiming of some of the signals. Intersection changes could improve these conditions. Currently, 11 buses go to Wildwood, North Intermediate and Woburn Street. With more efficiencies, saving 5+ minutes instead of 2 stops it could be just 1 stop. – M. Gallezzo asked about intersections with traffic studies? E. Slagle will look into seeing if there is info that can be provided about intersections that have had traffic studies performed to date.
24.06	Record	Working Group Updates • Public Relations Working Group finalized the mailers after approval by the Leadership Working Group and it has gone to Shawsheen Valley Tech for printing. ◦ M. Gallezzo asked that a copy of the water bill flyer be sent to the SBC after the meeting. • Sustainability Working Group – Life Cost Analysis will be on the horizon for the next topic of conversation for this working group for boilers and building systems. • Site and Landscape Working Group – Will be meeting in January
24.07	Record	Public Comments – None
24.08	Record	Discussion and Committee Questions – MSBA Board of Directors Meeting of December 13, 2024 approved the Wildwood School project to move forward into Schematic Design. – Community Forum and/or Abutters Meeting is going to be planned for January 2025 which will be important to listen to the surrounding community and their concerns and thoughts regarding the new school.
24.09	Record	Correspondence – None
24.10	Record	Next Meeting: January 14, 2024 at 6:30pm Wilmington High School, Large Group

Item No.	Action	Discussion
		Instruction Room and Remote Participation via Zoom
24.11	Record	Adjourn G. Brand thanked the committee for their efforts and invited a motion to adjourn. – P. Melaragni motioned to adjourn. K. Bissell seconded the motion. Roll call vote, motion carried by unanimous vote.

The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes.