

Minutes

Project Name:	Wilmington Wildwood Early Childhood Center	Project Number:	22127
RE:	School Building Committee	Meeting Date:	12/3/2024
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		Dennis Kelley	Julie Leduc, Director, OPM Services and Project Manager
Gregory B. Bendel	Absent	Craig Miner	Remote
Kate Bissell	Remote	Christine Murray	Sarah Traniello, Assistant Project Manager
Dr. Glenn Brand, Chair		Judith O’Connell	
Kevin A. Caira	Absent	Christine Prendergast	
Michael Camoscio	Remote	Paul J. Melaragni	
Justin Cusce		David A. Ragsdale	
Marianne Gallezzo	Absent	Paul Ruggiero	
Nicholas Golden		Stacey Scott	Remote
Christine Holloran	Remote	R. Eric Slagel	
John C. Holloway	Absent	Stephen Turner	
		Vivian Varbedian, Vice Chair	
			Dore+Whittier Architects
			Donald Walter, Principal-In-Charge
			Lee P. Dore, Principal, Designer
			Rani Philip, Project Manager

Item No.	Action	Discussion
24.01	Record	Chair, Glenn Brand, called the meeting to order at 6:30 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 An edit was made to the draft meeting minutes where it was noted that P. Melaragni instead of S. Turner with reference to outreach and communications to abutters in the near future be made. – J. O’Connell motioned to approve the revised meeting minutes from the November 19, 2024 School Building Committee meeting, with a second motion by V. Varbedian.

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		– Approval of Minutes Roll Call Vote: Affirmatively responded, passed unanimously. C. Murray abstained due to absence from meeting.
24.03	Record	Approval of Invoices None.
24.04	Record	Design Update – R. Philip provided update to the School Building Committee relating to the District's Responses to the MSBA's Comments to the Preferred Schematic Report Submission of October 24, 2024. These responses will be submission to the MSBA on December 4, 2024. – Project Aesthetic Visioning: Exterior and Landscape Imagery Boards distributed throughout the meeting room for meeting participants to interact with colored Post-Its and dots in ORANGE, YELLOW and GREEN to make notes about what they like, dislike, and features or styles that appeal to them in the precedent boards presented. – Electronic version of the Project Aesthetic Visioning Boards for Exterior and Landscape Imagery will be shared with the entire School Building Committee electronically before the next SBC meeting to engage with and provide further feedback and return to Dore+Whittier Architects.
24.04	Record	School Building Committee Meeting Calendar <i>(vote required)</i> – J. Leduc presented the School Building Committee Meeting Calendar that takes into consideration the schedules of other boards that members are also members to avoid any meeting conflicts, if possible. – J. O'Connell made a recommendation for a motion to approve the schedule as it is presented with a second from E. Slagle. Roll call vote, motion passes unanimously.
24.05	Record	Construction Manager at Risk Committee Formation <i>(vote required)</i> – J. Leduc updated the School Building Committee that the Application to the Inspector General had been submitted via email to the Inspector General that afternoon by SMMA and confirmed received. In the next sequence of events, SMMA is working with the Town Manager and Town Counsel to draft the Request for Qualifications for the Construction Manager at Risk. Once finalized, the RFQ will hit the street on December 11, 2024 and a Working Group needs to be established to qualify and select the Construction Manager at Risk for the project.

Item No.	Action	Discussion
		– The Construction Manager at Risk Working Group Members are: P. Ruggiero, M. Gallezzo, and E. Slagle from the School Building Committee together with its consultants, L. Dore of Dore+Whittier Architects and J. Leduc of SMMA. – J. O'Connell made a motion to approve P. Ruggiero, M. Gallezzo, E. Slagle, L. Dore of Dore+Whittier Architects and J. Leduc of SMMA as the Construction Manager at Risk Working Group Members. P. Melaragni seconded the motion. Roll call vote was taken and passed.
24.06	Record	Working Group Updates • Public Relations Working Group update by J. Cusce that meeting every other week and looking at opportunities like the tree lightings and other outreach opportunities to take advantage of this weekend to distribute flyers and put up the posters to keep everyone aware of the project updates. Upcoming boards and flyers will be distributed again soon and working towards getting something for the February water bill and working with Shawsheen Tech to produce the end product for the first or second week. It has been requested that J. O'Connell be reached to coordinate with water bill as there are some transitions in place that are being worked through. Boards are being provided for Teacher/Parent conferences at the schools. • Sustainability Working Group – There is a Working Group Meeting on Wednesday, December 11, 2024 at 10am to review the LEED goals and requirements including the cost impact and incentive points. • Site and Landscape Working Group – R. Philip reviewed the upcoming need for membership of the Site and Landscape Working Group and requests consideration of those interested in joining and becoming involved. D. Kelley advised that Jamie Magaldi of DPW would want to be involved as he is the Tree Warden and Arborist. Principals Kate Bissell, Diane Carreiro and Stacey Scott to start the Working Group with hope of others joining.
24.07	Record	Public Comments – None
24.08	Record	Discussion and Committee Questions – D. Kelley advised of the interesting concept of the benefits of Geothermal with the potential of concrete maintenance and upkeeping areas that are prone to snow and ice using steam loops

Item No.	Action	Discussion
		underneath asphalt to help thaw those areas instead of chemicals that deteriorate the concrete. – Abutters Meeting will be held in January 2025 for the initial meeting with the immediate neighbors and then there will be a second Abutter Meeting shortly thereafter to reach a broader audience beyond the immediate abutters. This will include property abutters and direct abutters, Avalon complex and will be held in the Cafetorium on a Saturday in North Intermediate School. – Surveys will be performed to document properties and place markers to ensure that there are no encroachments of property lines and any spill overs are able to be caught early.
24.09	Record	Correspondence – None
24.10	Record	Next Meeting: December 17, 2024 at 6:30pm Wilmington High School, Large Group 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.