

Minutes

Project Name:	Wilmington Wildwood Early Childhood Center	Project Number:	22127
RE:	School Building Committee	Meeting Date:	03/25/2025
Prepared by:	Sarah A. Traniello	Meeting No:	31
Location:	Hybrid Meeting, Wilmington High School, Large Group Instruction Room, 159 Church Street, Wilmington, Massachusetts and Remote Participation Meeting via Zoom Webinar (recording posted on Wildwood Building Project website, WCTV and YouTube)		
Distribution:	School Building Committee		

Attendees

Wildwood School Building Committee				SMMA OPM	
Diane M. Allan	Remote	Dennis Kelley	Present	Julie Leduc, Director, OPM Services & Project Manager	Present
Gregory B. Bendel	Present	Craig Miner	Present		
Kate Bissell	Present	Christine Murray	Present	Sarah Traniello, Assistant Project Manager	Absent
Dr. Glenn Brand, Chair	Present	Judith O'Connell	Present		
Kevin A. Caira	Late Arr.	Christine Prendergast	Absent	Dore+Whittier Architects	
Michael Camoscio	Present	Paul J. Melaragni	Absent	Donald Walter, Principal-In Charge	Remote
Justin Cusce	Present	David A. Ragsdale	Present	Lee P. Dore, Principal, Designer	Present
Marianne Gallezzo	Remote	Paul Ruggiero	Present	Rani Philip, Project Manager	Present
Nicholas Golden	Absent	Stacey Scott	Remote	Bryce Taft, Designer	Remote
Christine Holloran	Remote	R. Eric Slagel	Present	Fontaine Bros.	
John C. Holloway	Present	Stephen Turner	Present	David Fontaine, Jr., CEO	Absent
		Vivian Varbedian, Vice Chair	Remote	Rob Day, Project Executive	Present
				Mark Abdella, VP of CM Services	Remote
				Chelsea Mutrie, VP of PreConstruction	Remote
				Chad L'Ecuyer, Project Manager	Present

Item No.	Action	Discussion
31.01	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. This meeting was conducted through Zoom Webinar as remote participation so those listed as Remote for this meeting were Remote, those Present in Large Group Instruction Room of Wilmington High School are listed as Present and those Absent were not Present via Remote Participation or In Person. K. Caira and N. Golden were not present during roll call.

Item No.	Action	Discussion
31.02	Record	Approval of Minutes G. Brand advised that the draft minutes of the March 5, 2025 School Building Committee Meeting were distributed for review and approval. Minutes are to be corrected showing that <i>K. Bissell</i> was late to the meeting but was present. • D. Ragsdale made a motion to approve the minutes of the March 5, 2025 meeting, motion was second by V. Varbedian. • Approval of Minutes Roll Call vote: Affirmatively responded, passed unanimously. C. Miner and J. Holloway abstained.
31.03	Record	Design Update Updated Site Plan: Circulation Routes. In listening to the feedback from the community and members of the SBC and the educations, Dore+Whittier Architects are going to use Option B as the primary circulation route calculating for the project. Option B is the option where there will be 88 +/- vehicle onsite queuing space, 12 +/- bus onsite queueing space and 193 onsite parking spaces. Cars will access the North Intermediate Site from Ballardvale Street and travelling towards the building using the turnaround and exiting back out onto Ballardvale. Buses will access the North Intermediate Site and loop around and exit back to Salem Street. The CARES Program is a well-attended program for the District. Dore+Whittier Architects will work with the District to learn the number of vehicles that will be impacted and identified for queuing purposes. It will be something that will continue to be worked on with the District. For the 3 schools identified for consolidating, there are approximately 200+ families that are involved in that program. This is a significant number and impact. The due diligence will continue to be developed. Dore+Whittier is working to glean how many days of activities would be needed and learned that a good number of days in the year are impacted. CARES offers every day but 3 days of the school year which is a significant number and an impact that should be considered. The CARES program would not be departing the school during the peak flow departure times in the afternoon and would spread the peak traffic flow demand out further and Dore+Whittier are working to obtain more data to share. Project Imagery: Exterior R. Philip shared the exterior rendering imagery of the parking, playfield, playground, driveway circulation with the building to give the School Building Committee an idea of what it will look like as it is laid out in the plans. The playground equipment will be selected at a later date but there is playground equipment shown in the rendering as a sampling to know what the space will be used for. Please note that all of the playground and playfield spaces are surrounded by crash resistant fencing and wall structures for the students protection while spending time in the playfields and on the playground structures. D. Ragsdale asked about the basketball courts and their placement on the site and how the school needed them for not only student recreation but also community use. Wanted to know if there was any flexibility in the placement of these courts on the site. <i>R. Philip advised that when speaking with D. Carriero the Principal of the North Intermediate School</i>

Item No.	Action	Discussion
		regarding the Site and Landscaping around the schools, she advised that one of the things that there was a real need for more basketball courts as there did not seem to be enough to satisfy the students in their use outside. It was important these courts be incorporated into the amenities for the students outside of the school. L. Dore advised that based on the consolidation and the need to increase the number of outdoor program to 2 basketball courts to accommodate. • D. Kelley asked about the previous option showing this as the drop-off for PreK from this side with the Main Entry instead of the bus loop. Does this new option provide good access into the school? R. Philip advised that Dore+Whittier will continue to study that with swapping the location of the vehicular circulation and the bus circulation around the site, with the PreK parking being next to the PreK entry there would need to be work done to allow cars to come in using traffic signage for only PreK student drop-off. • J. O'Connell asked R. Philip and L. Dore if they are taking into account the time and distance it will take for the teaching staff and aids to take the students from the school building to the playgrounds and playfields during the day? Also are you taking into account with what lighting package that you are going to be selecting for the space that you are accounting for the basketball courts. R. Philip advised that the lower grade recess playgrounds are planned for as close as possible to the building in areas that offer easier access back into the school when needed. Arranging the upper grade playgrounds in locations that are better situated for their age group like as seen with the basketball court that are further from the academic wing but closest to their Cafeteria. While the lower grades have play areas in closer proximity to their academic areas to allow for more outside breaks more frequently if needed. The proximity to the school for these play areas is as close as crossing the driveway and is much closer compared to where you would find the soccer field a bit if a distance from the Woburn Street School. For lighting, lighting is included and typically all downlighting and meeting any of the needed LEED requirements. There will be a lighting study performed in the next phase to allow for the understanding of where the lights are and that the light is being contained on the property and looking at any possibility of glare that could possibly overflow into abutters yards or properties. L. Dore advised that lighting the basketball courts is not anticipated in the program due to the proximity of the abutters and the primary program use is during the day for school use. Certainly the community can access that as the District desires after the fact and the rest of the site lighting, some of which is in the form of security bollards, that block cards from the pedestrian way, every other bollard is a lit bollard and there are wall packs of lights on the building and as R. Philip advised earlier there is also downlighting at various points to get the right lumens that are required.

Item No.	Action	Discussion
		J. O'Connell advised that she did not want to get ahead of the leadership to the Town but we are starting to get requests for illuminated basketball services in town that do have lighting that would be able to use these outdoor spaces, summer user and all of that. So there may be mixed groups wanting to use this space and only so many people can be on a limited court at the same time. These requests are coming into the Recreation Department. So in particular for this age, this is something the Town should do as there are not many illuminated court spaces at night. This becomes more of a topic of discussion during the summer when more of the kids are on vacation. <i>D. Kelley advised that the three basketball courts that are presently onsite are busy and with the warm weather that has been experienced already, lights have already been turned on so that the courts could be used as the courts have been packed. E. Slagle advised that given that this basketball court is right adjacent to one of the abutters' back yards, it probably should not be lit however the basketball in the center of the parking lot area may be fine to illuminate as the proximity to abutter residences and yards is much greater. D. Kelley advised that with the LED lights these days you can have lighting and redirect the light.</i> J. O'Connell advised that she brought it up to check the box that it has appeared as a Wilmington community need. <i>R. Philip advised that a note was made to address the subject with the Recreation Department.</i> J. O'Connell advised that it was also brought up because there is also concern about the parking as there did not seem to be enough parking at Yentile. S. Turner addressed the Option B site plan asking about the top end of the parking lot of Ballardvale is 32 feet and on the other end it is 38 feet of extra square foot space along the basketball court on the playground side of that parking lot. Is there a reason why it is so much further from the road and the other end seems like there is an opportunity for more placement of recreation space? <i>L. Dore advised that a lot of different setbacks exist on this same site versus Ballardvale but with the parking lot, the setbacks are the same. There is some topographic deviation on there. One of the answers is right along the whole side of the basketball court, as there is actually a retaining wall to be able to split that trying to cover the distance a little bit and fit in the right amount of parking spots between all of them.</i> S. Turner advised that he was not suggesting to change the number but was interested in shifting closer to the road to allow more room like there would be 15 feet from the basketball court to the parking lot and the playground could be a bigger parking lot, playground or could be whatever instead of bleachers. There should be a little bit more room to play there and it would be preferable to have space next to the school available to the school for whatever is desired. For instance, having a little bit of trees and greenery along that side of the parking lot by the street is important. It is about 15-20 feet of space which is a decent amount of space.

Item No.	Action	Discussion
		D. Ragsdale also addressed the point that with the lighting of the basketball courts, how late do we as a community want people to be able to play basketball on these courts that are so close to the abutters' homes and backyards in the evening from a noise perspective. R. Philip displayed the image of the playgrounds for the PreK and K-2 with the 3-story academic wing in the background with its courtyard space in between the playgrounds and the start of amenities for outdoor classrooms, garden boxes, four-square on the ground and crash rated fencing around the playground and courtyard space perimeters. S. Turner advised that when you look from this perspective at these academic wings of the building, it can be seen the similarity this design has to the other school buildings that Wilmington has in town which was one of the wishes of the collective voice relating the design in removing the blue stripes. It leads to wonder about the interior space for the school and how it will be suited for the kids of the age groups that it will be serving. There should be something on the interior space of this elementary school that is a bit brighter and more colorful, where it is not road facing and disrupting the view. When we talk about elementary kids and thinking about a kindergartner or first grader, if there is a place for color besides the interior of the building, would there be a place that would not disrupt the exterior view, be an affordable option and also be something that can be appreciated to bring more vibrancy to that Courtyard area where there might be playing a fair amount of time. <i>K. Bissell advised that the play structures do bring a fair amount of color and does add to the vibrancy of the building and perhaps the outdoor classroom space and garden space could be an opportunity to bring more vibrancy to the Courtyard.</i> D. Kelley advised that if there are students in those classrooms while students are in the Courtyard the voices in the Courtyard space would likely echo and potentially disrupt students in the classrooms as it is assumed that the Courtyard area is all concrete. D. Kelley advised that if it is concrete then it will be good to know the material as there are a lot of ice melts that cannot be used on concrete during the winter season with snow and ice. Is it asphalt in there, or concrete? <i>R. Philip advised that it is mixed as it is definitely for play and intended for the students. There is some turf on the sides where there will be a decent amount of sun.</i> D. Kelley advised that during the winter months with snow and ice being removed from those areas there really is not much place to move the snow to get it out of the way of the students and off of the turf and it is something to keep in mind. If Maintenance is desired to get these areas cleared of snow earlier, it will be important to know how access will be gained and where the snow will be relocated to allow students full use of this space.

Item No.	Action	Discussion
		Project Imagery: Interior R. Philip continued into the interior displaying pictures of the main entry with students, the cafeteria space with the stage and gymnasium on the other side of the stage in the background. R. Philip showed images of D. Kelley on scissor lift with the ability to check out the acoustical leaves hanging from the ceiling and changing the light fixtures, when and if needed. Images of the gymnasium space and a view of the gymnasium space that has the stage in the background and cafeteria on the other side. There will be partitions in the gymnasium to break up the gymnasium space into the smaller spaces for the gym activities that are needed to be conducted within them. The center divider in the ceiling shows the partition hanger that it will be utilized to break the 12,000 sf gymnasium into 6,000 sf gymnasium. K. Caira shared concern for the young students having the sun in their eyes from the Cafeteria windows while trying to perform on the stage during their plays. <i>L. Dore advised that there will be a canopy, sunshade and fins that will be in effect and reducing any glare that would be present. Similar to other locations indoors where there would be blackout shades, similar can be utilized so that if a movie project were shown in the room, there would be no concern for additional sunlight interference.</i> R. Philip shared the Library Media Center imagery showing the layout of the bookshelves with tables and students with the ability to have 2 classes in the library at one time. Different types of seating were shown to all for students to enjoy the library experience in the manner of their choice for engagement. • Typical classroom space with the casework, surfaces for teaching use, student use, tables and means of engagement with the extended learning areas as well. Structured seating, cubbies and nooks are provided as well. • Grades 3-5 Extended Learning Areas differ slightly in how they are laid out but along the same lines as those for the younger students designed for the student engagement and use for learning purposes. • K. Caira asked if there is an elevator? <i>R. Philip and L. Dore advised that it is right in between the 2 academic wings. L. Dore advised that the number of elevators is something that is expensive to build initially, and more critically, to maintain, so there is a concerted effort to limit the number in a facility.</i>
31.04	Record	Cost Estimate Update Dore+Whittier Architects engaged PM&C to perform a cost estimate based on their Schematic Design drawings and Fontaine Bros. Construction has conducted their cost estimate on the same. Both estimates were reconciled and found there to be a delta of about \$500,000 between the 2 estimates. Dore+Whittier Architects, SMMA and Fontaine Bros. together with their estimators spent 7 hours together reconciling the 2 estimates going line by line. The SBC received copies of the PM&C Reconciled Cost Estimate to ensure the right amount of scope was covered in both with similar pricing and get an understanding if certain items were coming in higher than others.

Item No.	Action	Discussion
		- In previous phases, it has always been an estimated Construction Cost Range. In Preliminary Design Program (PDP), it was \$149.3M to \$165M for the Estimated Construction Cost Range which is \$936 per square foot. This includes the soft costs as well which is the design fees, permitting, fixed furnishings and equipment that would be outside of the scope of the MSBA budget. The 3011 form is underway to work through the project costs for the project and the Construction Cost will be shown when we return for our next meeting as the information is more defined. - In Preferred Schematic Report phase, the Estimated Construction Cost was \$136.4M to \$150.7M which is \$878 per square foot. - Now in the third estimate that has been done for the Schematic Report, the Estimated Construction Cost is \$137,743,666 which is \$835 per square foot. On Budget! - With each phase, the risk of the unknowns are removed and everything gets more defined with a fine Sharpie. More information is known and definition of the drawings will start to happen so that the picture becomes clearer as the number comes down and the images of what the new proposed school will look like come into perspective. The full project cost will be known next week with the 3011 being fully completed. D. Allan asked how the \$835 per square foot information at Schematic Design compares with the information that is provided by the MSBA on their website for projects of similar scope and nature? <i>R. Philip shows the information provided by the MSBA with the average being \$827 per square foot with the MSBA with 9 Elementary Projects with cost estimates in the range of \$673-907 per square foot and displayed where Wilmington's Elementary School comes in at \$835 per square foot by comparison on the graph. There is the factor of the unknown tariffs in the marketplace currently that will need to be worked out, planned for and provide contingencies which will be further discussed.</i> S. Turner asked a question about amounts being different between the CSI and the Unifomat estimates provided. L. Dore explained that these are 2 different ways of categorizing the estimates and some categories have more items that fall under it that might have fallen under it in the other format thus explaining why there may be the appearance of slightly different numbers for each category but in the end the estimated amounts are the same for the project. It is written in both estimate formats of CSI and Unifomat at the request of the MSBA as it is their preference its delivered in both. L. Dore explained that currently the project is at about 10-12% design which is a lot of information. Once the project is approved it still moves forward with another 9 months of development in the detailed design process to go. These estimates are a much finer point and the team is much more

Item No.	Action	Discussion
		comfortable at this level with the investigation that has been done from where we were before. There are still some unknowns so there is the carrying of some contingencies i.e. design contingency of 10%, escalation contingency of 7.5%. The escalation contingency is 7.5% is a little higher than what normally would be carried but with concern related to the market and our number that is being prepared is for construction to start a year from now. With everything that is going on right now, the best that can be done as a group right now is to risk protect this project as best we can. The ask to the voters is only going to be done once and then the project is going to live within that for a long time. How do we put some of that risk mitigation into the project without spreading it out throughout all the line items. If things turn back the other way and things become more favorable how do we go back and find that risk that we put in to protect the project. So those are captured in those 2 line items, design contingency and escalation contingency. This way the amount of risk is known and measured and it can be monitored to keep a watchful eye on it as time goes. This helps a budget get set as has been talked about before which is really important and we are trying to make sure all of the scope has been captured. There are 2 pieces to that and it is: the scope that has been heard from the education and the SBC and also the scope that the MSBA requires. There also are strings that are attached to lead and the fact that this cost estimate represents the project getting 4 extra points of reimbursement because of the energy efficiencies Dore+Whittier Architects has designed into the project. The decisions that have been made in material selection, placement of the building, etc. are all connected to hitting those 4 points and 4 points on this project is a lot of money. The SBC has been very clear with its direction on aesthetic and what is sought for a building that holds its value with where the money is being spent in the building. The SBC is looking for a very utility friendly building that is also maintenance friendly for the long term and that is very supportive of the educational program. The budget that has been put together is very representative of that and value engineering as a subject and when is the appropriate time to start talking about that subject. The team has put together a list of items that the MSBA requires as part of the submission of what has been put together for ideas. If in a budget pinch, what are some of the items that can be easily identified to be taken out of the scope of the project that would not effect square footage, the LEED points that are identified to attain. Dore+Whittier put that list together and it is about \$890,000 of items that have been identified. It is not intended to be used today but it is a budget control piece, value engineering is a tool to use to stay on budget. A list of items have been developed that are out there. The budget is something to be maintained once it is approved and these items are a tool to work with.

Item No.	Action	Discussion
		Dore+Whittier worked to be very conservative in view of putting stuff in and working with risk management all will be reviewed tomorrow with E. Slagle explaining where all of those things are. If there is money that is in the budget that doesn't need to get spent in the budget, it stays in the budget and is turned back over to the Town to decide what to do with it. However, it cannot be gotten back and received again. It has been a very thoughtful process to set this project up for risk mitigation. R. Day advised that a lot of it actually is going to be a year and a half because the project is a year and a half and the desire is to be transparent across the project of how the risk is being covered with hundreds of items estimated and carried in contingencies as the documents are further defined. The Consultant team reduces that from price which may go up as details make local status. As stated earlier, the project is 12% designed so these continue to be watched for things that we cannot control such as the tariffs. For instance, the cost of steel was carried there may be premiums of what may go up and details made local status. Fontaine's estimate was based upon amounts that were provided from historical data as well as working with subcontractors to learn of their pricing in the marketplace to provide an estimate that was within 1% of PM&C when reconciled at the end. With \$137 million coming that close it was a concerted effort of both teams providing at the end of the day a number that will be protected as the budget for the project. This is at the low end of where the Town wanted to be on the budget, maintain and keep the budget and see where it falls on bid day. S. Turner advised of the appreciation for the level of work that was taken to bring the estimate and budget to the level it is currently. • S. Turner asked if that is enough risk and escalation to be taking into account at this point in time? It would be disappointing to realized that 10% was needed instead of 7.5% at the end of the day and this would bring forward value engineering. Are there any other projects that are in a similar phase to this project where the price escalation and contingency is much different from these percentages we are carrying? Should we put more in there to protect ourselves more? It is known that this is a big number but is it right? L. Dore advised that we are trying to find that middle ground and there are many other communities sitting around similar to you and deciding upon what that right number is with the public and all are consistently approaching it the same way. Isolating those costs 4% above what would be ordinarily carried above the bubble we are carrying between the design contingency and the escalation costs. 4% on \$137 Million. There is a construction cost index that we all pay attention to the Turner Construction Index how much will be the worst in the narrative and will that hit your project is somewhere between 2% and 3%, so with 4% going in is a reasonable number and where there are potential buckets of

Item No.	Action	Discussion
		allowance that could be put in there to cover more risk and is completely at the Town's discretion. • D. Kelley advised that at some point when you go into bid alternates that when bids come in low you go with the more expensive alternate but if the bids come in low, you add back a value engineer alternate i.e. slate on the Town Hall Building which was less maintenance but a more expensive alternate. L. Dore advised that once the budget is set and the project is going through design, the project will continue to be priced at the 30%, 60% and 90% and those are the truth tests for the project based on the time and where the market sits. If at 60% the estimate comes back and there is a substantial change from what is being discussed today, the discussion will be had before issuance of the bid documents to make decisions based on what could potentially be deducted change orders. There is still time to be able to look at it with a lot of people and it all depends on what is happening on the street. It is important to know the budget number that we are going in with and how comfortable we are with it and how to maintain that number through the next year and a half through value engineering and deductive alternates used as tools to maintain the budget alignment. We are not carrying deduct alternates going into the budget and we make sure that everything that has been asked for is covered for risk escalation and using our tools to maintain the budget • D. Allan asked the \$137,743,666 is just construction costs, correct? Next week we will see it with the OPM and Dore+Whittier final design and construction administration fees? L. Dore advised that there will be another 20% of cost, that will be allocated by line item and scope description. The SBC will know what each of those categories are i.e. OPM Fees, Designer fees, loose furnishings, and consultants we need to carry through the Construction Administration period for testing of hazardous materials, etc. and those items will be delineated for the SBC by this Friday for a discussion on it on Monday, March 31, 2025. D. Allan asked if the SBC will know what is eligible and ineligible from MSBA? L. Dore advised that it will not be known until the MSBA Board Meeting in June 2025.. Dore+Whittier will have a preliminary idea of what will be eligible and ineligible like it was understood and could be a subject of negotiation with MSBA about caps, ineligible potential spaces with their formula. It will also be provided with the local share of that will be and subject to the negotiations and agreement with the MSBA on the full project budget R. Philip advised that similar to those in the last phase in the MSBA comments, their commentary will indicate that certain spaces were considered ineligible i.e. 6,000 sf of gymnasium but at the end of the day, will be the final number and that will not be known until the MSBA votes on it. June is when they vote on it, June 25, 2025 and it is when the MSBA will approve the project budget and scope agreement. The MSBA will approve

Item No.	Action	Discussion
		the full project cost, the Town's reimbursement rate, and the maximum share from the State will be J. O'Connell advised that the next meeting of the SBC will be July 22, 2025 based on the meeting schedule in the packet. How will the SBC be communicating this information decided by the MSBA to the Wilmington community? The Fun on the Fourth event starts on June 25, 2025 which is the same day as the MSBA meeting with the decision regarding this project. J. Leduc advised that the plan for communicating the update to the public was to have the SBC meeting on June 25, 2025 to present the information regarding the project costs. It was learned that the Fun on the Fourth was having its kickoff that evening of June 25, 2025. During said meeting that will be virtual and in person will be provided to allow the committee to absorb the information provided by MSBA and Dore+Whittier so that it also can be shared with the Wilmington community as well at Fun on the Fourth. E. Slagle advised that the SBC and leadership will have a good idea of what the numbers will be before we get to the June 25, 2025 meeting due to the information shared back and forth and the leadership being privy to. The Town leadership will know maybe not to the penny of where these budget numbers will fall but a fairly good idea of the direction in which they will be moving will be known before getting to the June 25, 2025 MSBA Board Meeting. L. Dore advised that the project will be very close with its calculations but what the maximum share will be for the MSBA but it will not be definite until the MSBA Board vote. M. Gallezzo advised that it is not known if we want to start communicating to the public until it is known what the Town of Wilmington is going to put in also. Is that something we want to communicate what the MSBA reimbursement is? Communicate what the Town is going to put towards the project as a whole? E. Slagle advised that what will happen once the Town gets into that ballpark, that will drive the Town Manager's meetings with the Select Board and the Finance Committee about how the Town is going to get to that ballpark, give or take a couple million dollars and whether or not the Town is going to use some or most of the Capital Stabilization Fund and how the Town will program and structure the debt and by June 25, 2025 that should already be in place. It does not need to wait until the summer and it can be worked on between now and June 2025 but it is important to have a consistent message from June through September 2025 with regards to how the Town plans to pay for it. The tax number should be able to be worked out that day and once that number is received it should be known how the Town is going to use any free cash or spend any Capital Stabilization Fund.
31.05		Working Group Updates Public Relations Working Group J. Cusce advised that the SBC and the PR Working Group have secured a table at the Fun on the Fourth event on June 25 through June 29, 2025.

Item No.	Action	Discussion
		There is a Signup Genius updated by M. Camoscio where members of the SBC can sign up for timeslots to staff the table and update the community about the latest developments of the project. There is some fine tuning on the time slots and it will be distributed soon in order to get coverage for the Fun on the Fourth event starting on June 25, 2025. Saturday and Sunday are the busiest days so it would be good to get the most help possible from the SBC after the PR Working Group has had a chance to review further. • J. Leduc asked if the Water Bill should be discussed now and asked if J. O'Connell wanted to discuss its status. There are physical copies of the Water Bill flyer that are available to the SBC in the room and J. O'Connell has received some feedback from a few people on the draft suggested putting a perimeter border around the picture and asked R. Philip to convey her concern about how the border line around the perimeter border. ◦ R. Philip advised that it was suggested to place the outline of perimeter of the existing building on the plan and the concern is the outline will appear very small on the plan and may add confusion to those seeing it as to the purpose of the perimeter lines. If there is an overwhelming response, the outline would be placed onto something a little larger but not on the flyer. <i>D. Kelley advised that it would be helpful to have it perhaps on the location where the QR code will bring you to for the plan if it is not included on the flyer. This way it will be more visible as needed for those who choose to see it.</i> • J. O'Connell advised that it was requested that "proposed" be placed on the flyer as well so that the Wilmington community know that this project is not a "done deal" and that there are specific actions required in terms of Special Town Meeting and Ballot Vote in addition to the discussion later on this evening about a potential name change for the project. If there were a decision to make a name change this evening, then the name change would take effect and be reflected on this water bill flyer. J. O'Connell advised that there was some concern over the statement "Help Shape the Future of Wilmington Elementary Schools" and whether or not we are over promising in that message that people can come in and talk about anything and everything about the project and potentially get a change. For example, the SBC has already voted for what the preferred option is so it does not want to be misleading that people can change it to the Woburn Street or the Wildwood Street School site(s). However, as heard in this meeting and in the Leadership Meeting earlier in the day, it has been stated and clearly conveyed that not everything in this program is locked down as the project is at 12% of design. This project is locked down and that people still have the ability to help shape the future of this school and encouraged to come to the forums that we will be talking about later. The illustrations shown tonight are not

Item No.	Action	Discussion
		100% voted in and locked in by the Committee. There is still time for community engagement for people to bring their ideas, thoughts and opinions. Another piece of feedback is that it should be conveyed to the Wilmington community that there is a tax in that it will be eye-catching to residents and perhaps incentivize them to come out and speak to something if they knew there was going to be a tax impact. <i>D. Kelley advised that he is constantly talking with people in the community and is always shocked at a meeting like this one that there is not more public present to participate and be involved in the conversation. We are talking to dollar amounts and with all that is able to be read on Facebook we do not get a lot of community related discussion on the Wilmington Apple. There may be a lot of people online right now and watching at home and it is always a surprise.</i> • J. O'Connell advised that the finalization of the Water Bill flyer needs to be moved on as soon as tomorrow. If anyone from the SBC feels impassioned to share something that just does not sit well with them, it would need to be addressed now to move forward drawing a line in the sand and move forward. The intent of this in simple fashion is to convey the dates since we do not have a dollar amount at this time and what actions is required to get out there as there is a Special Town Meeting Vote in September 2025 and then a Ballot Vote shortly thereafter. We will have other opportunities to convey public messaging and J. O'Connell's thought process is that if we try and do too much with every publication, the potential of missing the mark increases. Between now and September 13 and 16, the most compelling story that the project right now are those dates and we know the dollar amounts are coming. Another opportunity to convey these dollar amounts will be available when the numbers are more accurate. The QR code shows where the project is at 12% design and the community's vote does matter and with the name change feedback, it can be included as well. It is very small and a snapshot in time with the deadline being April 1, 2025. <i>D. Allan advised that it was her suggestion as to the placement of the perimeter of the existing North Intermediate School on the plan and it would be included on the website. The Seniors may have difficulty accessing this item via the QR code as it is challenging to access for them on their devices.</i> • M. Gallezzo asked if there would be a different cost if the flyer were a full sheet of paper instead of a half or ¼ sheet of paper? Is this something that would have to be folded and given to the printer? <i>J. O'Connell advised that the Town uses a third party and in this instance it would have an impact because the Town has another insert going into the Water Bill coming from the DPW talking about the water restriction usage and it is important that the items would need to be weighed in order to make sure the postage was not tripped for an increased cost to</i>

Item No.	Action	Discussion
		the Town. J. O'Connell advised that in this instance it would potentially change in cost if it was a full page. • M. Gallezzo asked when the next Water Bill goes out? M. Gallezzo advised July for August 2025 and advised that perhaps it is something that could be done in July for the August quarterly mailing for a full sheet to be placed into the Water Bill. J. O'Connell advised that anything is possible. • Community Forum No. 6 has been made virtual as well as in person on March 31, 2025 at 6:00 PM in the Large Group Instruction Room at the Wilmington High School and followed by the School Building Committee Meeting at 7:00 PM. The flyer is in the packets and will be distributed through Tracy Ingersoll with the updated Zoom Meeting link. • Abutter Meeting will be held in May 2025 as advised by J. O'Connell. It may be something that you will want to reconsider location and technology for the May Abutters meeting due to the acoustical issues that were experienced at the North Intermediate School during the last meeting. K. Lord may be able to assist with these arrangements and accommodations. More details to follow. Sustainability Working Group The Sustainability Working Group has met twice. • During PSR phase the project was tracking LEED-Schools v4 "Silver" + 4% additional reimbursement with the tracking of 55 points out of a 50 point minimum. • In Schematic Design, the project is currently tracking LEED-Schools v4 "Gold" + 4% additional reimbursement while tracking 64 points with a 50 point minimum. • Once developed more design information, the project is tracking 64 points which is LEED-Schools Gold. • There are a lot of decisions that go into this to get it finalized for the upcoming submission. This is just a brief recap. • The baseline for LEED-Schools v4 is "Silver" and the project was tracking Silver + 4% additional reimbursement through PSR but during the Schematic Design process and reviewing the number of Yes and No in the LEED Matrix it was discovered that the project actually was carrying 64 points which is equal to LEED-Schools v4 "Gold" which is even better. L. Dore advised that MSBA will tell you to be a part of our program your baseline will need to be LEED-Silver which is 50 points but if the project is looking for more, there are 4 extra points available, 3 of which come from hitting the Massachusetts Stretch Energy Code with the HVAC decisions, 5 of 7 points out of the indoor air quality category which through this process are moved forward and Dore+Whittier are comfortable hitting both of those measures to be considered capturing those whole points that are available.

Item No.	Action	Discussion
31.06	Record	Public Comments – None
31.07	Record	Discussion and Committee Questions – Reorganization of the School Building Committee Chairperson ○ E. Slagle appreciates all that G. Brand has done for this project and there is an opportunity to maintain the momentum of the project. ○ E. Slagle made a motion to vote Judy O'Connell as the Chair of the Wildwood School Building Committee effective May 5, 2025. Motion seconded by D. Kelley. ○ Roll Call Vote Taken: Unanimous vote. S. Scott did not respond. K. Caira announced his presence at the SBC Meeting. ▪ S. Turner asked for clarification that assuming that in terms of Superintendent of Schools or whatever term they served and the following Permanent Superintendent of Schools, would both by members of this Committee and the Leadership Committee even if they are not the Chair, correct? G. Brand understood that the Chair could be any member of the School Building Committee and was not specific to the role of Superintendent of Schools or School Committee as there is representation of these Committees on this School Building Committee. It was in conversation with the previous town management to have the Superintendent of Schools as the Chair. E. Slagle advised that it is a kind of ex-officio position so if the interim Superintendent of Schools and the permanent School Superintendent were intended to be members of this and that role would be on that Committee and then the Leadership on the Leadership. Once there is no longer an interim Superintendent, then the Permanent Superintendent of Schools will be all that is needed once the transition occurs. ○ J. O'Connell accepted the Chair role for the School Building Committee. ▪ D. Ragsdale commends V. Varbedian's role as Vice Chair of the School Building Committee as she has done considerable work with the Leadership Team and he feels equally confident in her taking charge of the Committee as she has done at times in Dr. Brand's absence.

Item No.	Action	Discussion
		▪ M. Gallezzo advised that originally the Finance Director was a part of this Committee and welcomes E. Slagle and J. O'Connell to put some policy in place to backfill some of these positions that were not filled with those who have replaced. When the Finance Director left that position was not filled and it should be. There seems to be a kind of drop off and not fill them that has occurred. This committee is very large and it should not be this large. It would be beneficial if going forward there was some sort of policy to balance out the Committee. – Renaming the Project was voted upon and rescinded with discussion on 2 occasions during the meeting. Of the 4 shortlisted names, two contained North Elementary or Northside Elementary and these names were contrary to sentiments of the Town leadership at the outset of this project. The desire is to unify the Town not divide it so it was not chosen to move forward with North within its name. There was no decision to choose one of the names and the project will stay the course with Wilmington Elementary School. The project will continue to be Wilmington Wildwood School project with regards to all filings with the MSBA. None of these would end up being the name of the school after it is built. <i>[Some of the discussion is captured below and more can be found on the video starting at 1:36:00 until 2:22:00.]</i> ○ E. Slagle advised that when the consolidated project in October had an opportunity to change its name, there was no decision to change the project name. That was nearly 6 months ago and this decision is still perhaps not the best one with 6 months left before the appropriation vote and ballot vote. Wilmington Elementary Consolidation Project or Wilmington PreK-5 Consolidation Project were the 2 options that were not associated with the sides of the Town of Wilmington and spoke to the nature of the project for the Town. M. Gallezzo advised that she agreed with E. Slagle that changing the name of the project at this time would only cause more confusion for the Wilmington community and could result in there being an assumption that there are 2 projects going on when there is only 1 just with a change of names. ○ S. Turner advised that despite the name of the project, we need to go back to the meeting that was at the Shriners Auditorium and put some of the materials on consolidation together with material to build up to the September vote to remind people of what the nature of this project was supposed to be. Those stating that this was only supposed to be the Wildwood Project and it was changed, the project did

Item No.	Action	Discussion
		not change as from that day at Shriners Auditorium and forward this project has been about consolidation regardless of what the project is called. Should this name reflect that it is more than Wildwood? As it started out as a consolidation of 6 schools and now it is at a consolidation of 3 schools. ○ V. Varbedian advised that the biggest push will be the last 6 months of the project before the vote. If the name is going to change, now is the time. – J. O'Connell made a motion for the project to continue to be called the Wilmington Elementary School project. Motion seconded by V. Varbedian. M. Gallezzo amended the motion to take no action. Schedule Updates – Abutters Meeting – sometime in May 2025 – School Building Committee - Merging the May 20, 2025 and the June 2, 2025. – Take no action on this schedule until April 15, 2025 SBC Meeting.
31.08	Record	Correspondence – Questions submitted to the Wilmington Public Schools and/or Town Manager's office are shared with the SBC and will be incorporated into upcoming Frequently Asked Questions.
31.09	Record	Next Meeting: Following the Community Forum at 6:00 PM Monday, March 31, 2025 at 7:00pm Wilmington High School, Large Group Instruction Room
31.10	Record	Adjourn G. Brand thanked the committee for their efforts and invited a motion to adjourn. – E. Slagle motioned to adjourn. V. Varbedian 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.