

Project Minutes

Project:	Wilmington Wildwood Early Childhood Center	Project No.:	22127
Prepared by:	Sarah A. Traniello	Meeting Date:	8/20/2024
Re:	School Building Committee	Meeting No:	19
Location:	Hybrid Meeting with In Person Attendance at Wilmington High School Large Group Instruction Room and Remote Participation via Zoom		Hybrid
Distribution:	School Building Committee (MF):		

Attendees:

School Building Committee

<i>Present</i>	Dr. Glenn Brand, <i>School Superintendent, School Building Committee Chair</i>
<i>Present</i>	Paul Ruggiero, <i>Assistant Superintendent of Administration & Finance</i>
<i>A</i>	Diane M. Allan, <i>Permanent Building Committee</i>
<i>A</i>	John C. Holloway, <i>Permanent Building Committee</i>
<i>Present</i>	Gregory B. Bendel, <i>Board of Selectmen</i>
<i>Present</i>	Kevin A. Caira, <i>Board of Selectmen Alternate</i>
<i>Present</i>	Kate Bissell, <i>Wildwood School Principal</i>
<i>A</i>	Stacey Scott, <i>Woburn Street School Principal</i>
<i>Present</i>	Christine Holloran, <i>Wildwood Teacher</i>
<i>A</i>	Christine Murray, <i>Interim Director of Student Support Services</i>
<i>A</i>	Dennis Kelley, <i>Building Systems Manager, Wilmington Public Buildings Department</i>
<i>Present</i>	Eric Slagel, <i>Town Manager</i>
<i>Present</i>	Judith O'Connell, <i>Assistant Town Manager</i>
<i>Present</i>	Nicholas Golden, <i>School Committee</i>
<i>Present</i>	Stephen Turner, <i>School Committee</i>
<i>Present</i>	Paul J. Melaragni, <i>Permanent Building Committee</i>
<i>Present</i>	David A. Ragsdale, <i>School Committee Vice Chair</i>
<i>Present</i>	Marianne Gallezzo, <i>Finance Committee Member</i>
<i>Present</i>	Michael Camoscio, <i>North Side Parent, Mechanical Engineer</i>
<i>Remote</i>	Craig Miner, <i>West Side Parent, Civil Engineer</i>
<i>A</i>	Vivian Varbedian, <i>North Side Parent, Project Manager, School Building Committee Co-Chair</i>
<i>Present</i>	Christine Prendergast, <i>North Side Parent</i>
<i>Present</i>	Justin Cusce, <i>North Side Parent</i>

Dore+Whittier Architects

<i>A</i>	Donald Walter, <i>Principal-In-Charge</i>
<i>Present</i>	Lee P. Dore, <i>Principal, Designer</i>

Present Rani Philip, Project Manager

SMMA

Present Julie Leduc, Director of OPM Services and Project Manager

Remote Sarah Traniello, Assistant Project Manager

Item #	Action	Discussion
19.1	Record	Wilmington Public Schools Superintendent, Dr. 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. <i>The attendance based on the roll call can be found on page 1 of these minutes.</i>
19.2	Record	Approval of Minutes C. Prendergast motioned to approve the meeting minutes from the July 23, 2024, School Building Committee meeting, with a second motion by M. Camoscio. Roll call vote. The motion was carried by unanimous vote.
19.3	Record	Approval of Invoices J. Leduc presented Warrant No. 14 with SMMA's monthly invoice for OPM Basic Services in the amount of \$7,500 and Dore+Whittier Architect's monthly invoice for Feasibility Study Design Services in the amount of \$31,500. The total for Warrant No. 14 is \$39,000.00. P. Ruggiero made a motion to approve Warrant No. 14 consisting of SMMA's invoice in the amount of \$7,500 and Dore+Whittier Architect's invoice in the amount of \$31,500 for a total of \$39,000. Motion seconded by D. Ragsdale. Roll Call vote of the School Building Committee was performed, motion passed with 4 abstentions from K. Caira, M. Gallezzo, P. Melaragni and C. Murray.
19.4	Record	Survey Results from Community Forum No. 4 R. Philip of Dore+Whittier reviewed the results of the Mentimeter Survey with the data cut off the morning of August 20, 2024. There were 176 participants in the survey and more than half of them identified as parents. C. Prendergast asked if the survey was from the Fun on the Fourth and carried forward or only Community Forum No. 4? <i>R. Philip advised that the Mentimeter Survey is from the Community Forum No. 4 participation only.</i> P. Melaragni asked how many people were present for the Community Forum No. 4 on the day of the Community Forum? <i>R. Philip advised that 109 people logged into the Zoom webinar to participate in the Community Forum but that does not mean they all accessed the Mentimeter that day. Dr. Brand also advised that the SBC was also live streaming as well for the Community Forum No. 4 and there is no data available on how many people the live stream reached on that day. P. Melaragni asked if people are able to log onto the Mentimeter more than once from the same IP address? M. Camoscio advised that when he logged in to test the survey, he found that it would not allow him to take the survey more than once if he answered the survey previously. R. Philip advised then Mentimeter does restrict the ability to log on multiple times.</i> R. Philip advised the next set of questions was asking the respondents about their preference in the options after learning the project costs and after learning the local cost impact. Both times, the New PreK-5 option at North Intermediate ranked the highest. When providing the local cost impact, the PreK-5 Add/Reno and the New PreK-3 came in close in numbers. With the project costs it could be seen that there was a slight advantage to the PreK-3 and when the local cost impact came into play, the numbers increased in the PreK-5 Add/Reno Option as it started to take the lead over the PreK-3 New Option.

Item #	Action	Discussion
		1. M. Gallezzo asked if it is known why the Add/Reno PreK-5 is scoring higher than the New PreK-3? R. Philip advised that in previous surveys there was preference to PreK-5 over PreK-3 school buildings with those in favor of consolidation. Many felt it would be better done as PreK-5 Add/Reno instead of a New PreK-3 because of their preferential leaning towards PreK-5 even if it had to be an Addition/Renovation construction. a. M. Camoscio advised that he did have family members who did take the survey and there was some confusion around the Add/Reno vs. New Construction where there was no confusion relating to the preferred grade configuration that would be chosen. b. M. Gallezzo advised it is important to understand where that confusion derived from. c. R. Philip advised that for the next Community Forum No. 5 that it would be amended on the presentation to distinctly spell out the acronyms like AR to state Addition/Renovation, N1 to be New Construction, etc. d. M. Gallezzo advised that many are not familiar with the acronyms that are used and they should be spelled out for clarity not just on the Community Forum presentations but on all presentations. For the Gymnasium question, there were 87 responses in support of the 12,000 sf gymnasium and only 17 did not support the larger gymnasium. During this question, the respondents did not have the cost of the gymnasium. C. Prendergast advised that it is important as a point of reference to be able to share with the respondents what the use of the 12,000 sf gymnasium would be solely be for school usage but also for the community as a resource. • M. Gallezzo advised as well that it is important not only to have the costs be known and communicated but also get the usage of the gymnasium at the Woburn Street provided. • J. O'Connell advised that D. Kelley has provided this data and the school department does have it. It just needs to be extrapolated into a user-friendly manner so it can be more easily digestible and understood. D. Kelley is currently on vacation and when he returns questions will be asked where there may be any relating to any appearances of duplications to confirm. • K. Bissell advised that a reporting of the gymnasium usage across the entire town for all of the elementary schools would provide insight that should be looked at so that it is able to be viewed with the same lense. • D. Ragsdale advised that meeting with people at the Fun on the Fourth events, many stated that it was necessary to provide some background in advance of the survey question so respondents can provide a thoroughly considered response as it is issue has many facets and viewpoints. G. Brand advised that supporting the idea of a 12,000 sf gymnasium collectively as a benefit to the schools and the Town in a school consolidation if a new PreK-5 option is selected. L. Dore of Dore+Whittier Architects emphasized that the estimating has been performed to date has included and accounted for the 6,000 square feet of gymnasium space that the MSBA will consider to be ineligible for reimbursement. M. Gallezzo advised that as a Committee, if the PreK-5 were to be the selected option to choose, Dore+Whittier would need to know that very soon as it would determine what size gymnasium they need to build the school around. • J. O'Connell advised that having multiple schools with sports games going on in gymnasiums after hours and needing custodial staffing to keep those spaces opened and maintained during those hours of operation, there could be a cost savings to the Town with the school consolidation by building a larger gymnasium. This will not necessarily be the entire return on the investment but it is a potential area of savings to the Town without having to have additional costs of maintaining the same in multiple buildings with it consolidated to one site.

Item #	Action	Discussion
		C. Prendergast articulated an idea proposed by V. Varbedian (not present for this meeting) spoke of with the idea that there could potentially be 12,000 sf of gymnasium but it is not something that a decision is hinged on because there would be 6,000 sf gymnasium that would be within the design concept proposed and then there could be an additional 6,000 sf of gymnasium that could be added if it were approved. <i>L. Dore advised that he did have a conversation with V. Varbedian regarding this idea. L. Dore advised that it would be something that could have complexities because it is a lot of square footage to be able to achieve given that it is a 3-story building with levels stacked on top of one another and the gymnasium centrally located. However, the most important decision that needs to be made is the One Preferred Option with the site that is in mind to move forward with so that Schematic Design can proceed with the sized gym that is chosen whether it is the 6,000 sf or the 12,000 sf.</i>
19.5	Record	Extend Vote of One Preferred Option to October 1, 2024 G. Brand moved item 8 up in the agenda relating to the Memo submitted to the School Building Committee on behalf of himself and the Town Manager, Eric Slagle, proposing a delay of one month before voting on the One Preferred Option which would happen on or about October 1, 2024. In support of this delay, it would be to provide additional community outreach to a more extensive populous within the Town of Wilmington and allow for informational meetings to be held in person at the Senior Center and in person hybrid Community Forum No. 5 at the Wilmington High School Auditorium, town-wide mailing, poster board creation and flyer distribution throughout Town buildings, additional FAQs to be responded to and updated on the website and meet and greets with flyers distributed during Open Houses at the schools, etc. - The information being provided over the course of the month before the proposed early October decision is the same information that has been provided to date. The concerted efforts of this outreach is to inform the constituents of the due diligence that has been done on this project to date and including but not limited to the survey efforts on multiple occasions through various opportunities to garner the feedback of the community including meetings and conversations of open dialogue with the community directly, answering their questions and providing the data being sought about what this project can be for the Town of Wilmington. With this feedback, it will allow the members of the School Building Committee provide the most educated view of what the constituents of Wilmington would like to see for their community for this next school project as it serves the students and staff of the Town. - Town Manager and OPM have met with the MSBA to review the options of adjusting the timeline and the impacts of this delay in the timeline applied and how it addresses the schedule adjustments. The decision for the one month delay lies in the hands of this Committee. R. Philip and L. Dore provided timeline schedule adjustments with the green showing the 2 month delay impact. On this schedule, shown are the effects of the one-month postponement of the decision leading August 29, 2024 to an October 24, 2024 submission of the Preferred Schematic Report to the MSBA which will be reviewed for appearing before the Board of Directors in December 2024. It will result in effect on a 2-month slide in the schedule because the MSBA meets every 2 months and this will change some of the future scheduled milestones with the MSBA and when they will fall effectively by 2 months and will effect when the Special Town Meeting and the Local Appropriation occur. See Dore+Whittier's slide for more detail. Project Cost Impact

Item #	Action	Discussion
		R. Philip and L. Dore reviewed the cost impacts of delaying the project by a month and providing the cost data based on the estimates provided and the cost escalations. Consensus of the SBC was to move the decision date out one month to the first week of October 2024 for the Preferred Schematic Report to allow for the additional community outreach to be performed. This is valuable for feedback to what the Committee is learning from how the people are leaning relating to the project expectations. J. Bryson advised that the School Committee approved the PreK-5 consolidation at its most recent meeting and it is even clearer that it makes sense. L. Maselli advised that she supports the PreK-5 option for new construction as the PreK-5 is going to be saving money and the best decision for the Town.
19.6	Record	Schedule Update September Meetings and Milestones: September 17, 2024: School Building Committee Meeting at 6:30pm - Hybrid - Wilmington High School Large Group Instruction Room and Zoom Webinar September 18, 2024: Community Forum #5 at 7:00 PM – In Person at Wilmington High School Auditorium September 19, 2024: Senior Center Meeting at 2:00 PM – Wilmington Senior Center October Meetings and Milestones: October 8, 2024: School Building Committee Meeting at 6:30pm - Hybrid - Wilmington High School Large Group Instruction Room and Zoom Webinar October 24, 2024: Preferred Schematic Report Submission to the MSBA
19.7	Record	Public Relations Working Group C. Prendergast advised that there has been an ongoing concerted effort of community outreach on this project from what would be considered a “grassroots” campaign to get the word out about this project. There needs to be additional support from more within the SBC to assist with the lift especially with the upcoming and coming months as this project moves closer to approval. P. Melaragni suggested that the Working Group pursue Press Releases to the newspaper media to get the word out with updates on the project in addition to those that are pursued on social media outlets like Twitter/X or Facebook. - There will be a boost in putting the information out there to rally content to put on the social media with flyers about the upcoming events for the meetings at the Senior Center and Community Forum, etc. - Prepared mailers will be sent out to households in Wilmington.
19.8	Record	Discussion/Correspondence/New Items None.
19.9	Record	Committee Questions None
19.10	Record	Public Comments None

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Item #	Action	Discussion
19.11	Record	Next Meeting: September 17, 2024, from 6:30 PM to 9:30 PM <i>Virtual via Zoom for Remote Participation</i>
19.12		Adjourn G. Brand invited a motion to adjourn. N. Golden motioned to adjourn. P. Melaragni seconded the motion. The motion carried by unanimous vote.

Attachments: Wilmington Wildwood Powerpoint Slides.

The information herein reflects the understanding reached. Please contact the author within 72 hours if you have any questions or are not in agreement with these Project Minutes.

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