

PERMANENT PUBLIC BUILDING COMMITTEE

TOWN OF NEEDHAM

MINUTES OF MEETING

Date: August 30, 2021

Time: 7:00 PM

Location: Zoom Cloud Meeting

Attendance

PPBC Members: Present: Stuart Chandler, Richard Creem, Lynne Deninger, George Kent, Roy Schifilliti, Gene Voloshin
Absent: Irwin Silverstein

BDCD Staff: Steve Popper (Director of Design and Construction)
Hank Haff (Sr. Project Manager)
Steve Gentile (Project Manager)

User Representatives: Aaron Pressman School Committee, School Master Plan Rep.
Anne Gulati School Finance Director/School Master Plan & Emery Grover Study Rep.

Other Attendees: Don Walter Dore & Whittier Architects, Inc.
Michele Rogers Dore & Whittier Architects, Inc.
Jason Boone Dore & Whittier Architects, Inc.
Joel Bargmann Bargmann Hendrie & Archetype
Barry Dulong Building Maintenance Div.
Steve Gentile Building Maintenance Div.

Minutes prepared by: Kathryn Copley Administrative Specialist

This meeting was posted on the Town web site on August 25, 2021 as a:

Virtual Meeting on Zoom Cloud Meetings

Meeting ID # 88414728107

<https://us02web.zoom.us/j/88414728107>

with the following instructions:

To view and participate in this virtual meeting on your computer, at the above date and time, go to [www.zoom.us](https://us02web.zoom.us/j/88414728107), click “Join a Meeting” and enter the Meeting ID: 884-1472-8107 Or join the meeting at link: <https://us02web.zoom.us/j/88414728107>

A. Approval of Minutes

The Committee reviewed the minutes from the July 12, 2021 PPBC meeting. Mr. Schifilliti made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 5 yeas - 0 nays – 0 abstain.

The Committee reviewed the minutes from the August 17, 2021 PPBC meeting. Mr. Creem made a motion that the Committee approve the minutes as presented. Mr. Kent seconded the motion. The motion was then voted upon and approved 4 yeas - 0 nays – 0 abstain.

B. School Master Plan Study

Aaron Pressman (School Committee), Anne Gulati (School Finance Director), Don Walter, Michele Rogers, Jason Boone (D&W) and Hank Haff (BD CD) attended the meeting.

Mr. Haff reported that the reserve fund transfer was approved by the Finance Committee in the amount of \$50,000 and combined with the \$25,000 in the original appropriation, allows Dore & Whittier \$75,000 to complete a six-month effort to review the information and find a way to continue to move forward with the Facilities Financing Working Group recommendations. They are tasked with identifying alternative approaches that will extend the timelines or reduce the scope at the Mitchell Elementary School and the Pollard Middle School to contain the borrowing within the Town's financing limits.

This effort will allow the Town to decide whether the Pollard or the Mitchell project becomes the lead project. Dore & Whittier will develop a scope of work and timeline for the study.

New variations will be explored for the Master Plan funding to have a lower financial investment up front and stretch the remaining investment over a longer period of time. They will look at a detached (free-standing) building at Pollard to allow the 6th grade to relocate from High Rock School, look at understanding the impact of COVID on enrollment forecasts, look at variations to the Status Quo Scenario and develop a new Status Quo Scenario. (The Status Quo Scenario was leaving all students where they are with a rebuilt Mitchell, and addition to High Rock and Add/Reno of Pollard, and/or possible enlargement of Eliot)

A working group and a programming group will be formed. A middle school space summary will be developed. Options for a Free-Standing building at Pollard will be prepared with cost estimates and timelines with and without MSBA participation. Options for the Status Quo variations will be prepared with cost estimates and timelines. A New Status Quo option will be prepared with cost estimates and timelines. The updated enrollment forecasts will be reviewed, and the district-wide capacity analyses will be updated. A draft report is anticipated in late November 2021 and a final report is anticipated in mid-December 2021.

Ms. Gulati indicated that the updated enrollment projections are expected soon. The enrollment projections should also include the potential impact a 250-unit residential building at the Muzi site would have on enrollment. Also, scenarios under COVID distancing and a return to normal will be developed.

Mr. Kent made a motion that the Committee approve the following Professional Services Supplement:

Dore & Whittier Architects	PSS #1	\$ 75,000.00
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Mr. Creem seconded the motion. The motion was then voted upon and approved unanimously

8 yeas - 0 nays – 0 abstain

Shown on screen: PDF Slide Show, PSS #1

C. Emery Grover Building Study

Anne Gulati (School Finance Director), Joel Bargmann (BH+A) and Hank Haff (BDGD) attended the meeting.

Mr. Haff reported that the School Department will fund an additional \$10,000 for BH+A to work with the School Administration to reduce the program area requirements for the building and developing an updated cost analysis. The optional information technology department would be removed from the scope. Hybrid or open office plans will be used for certain offices. More shared spaces will be included to increase efficiencies. They will attempt to reduce the space program by one third. Test fits for the changes and updated cost estimates will be prepared. Opportunities to reduce the construction schedule to 18-20 months will be reviewed. The goal is to have a leaner smaller project. The square footage with the addition was approximately 32,000 sq.ft. and the leaner design will be approximately 20,000 sq.ft.

It is anticipated that design funds to proceed with both Hillside as a temporary location and for the Emery Grover will be requested at the October 2021 Special Town Meeting. Hillside swing space renovation funds and then Emery Grover construction funds would be requested at later dates. A possible timeline would be to have the School Admin staff move into temporary facilities at the Hillside School in the winter of 2022 and move back to the renovated Emery Grover Building in August 2024.

Securing CPA funds is desired for funding part of the project. The building has a historical value to the Town and is on the National Register of Historic Buildings

Mr. Creem made a motion that the Committee approve the following Professional Services Supplement:

Bargmann Hendrie + Archetype PSS #2 \$ 10,000.00

Ms. Deninger seconded the motion. The motion was then voted upon and approved unanimously

7 yeas - 0 nays – 0 abstain.

Shown on screen: PDF Slide Show, PSS #2

D. Adjournment

The meeting was adjourned at 8:10 PM.

The next PPBC meeting is scheduled for Monday, September 13, 2021 at 7:00 PM, as a Virtual Meeting on Zoom Cloud Meetings.

These minutes are intended to convey the content of the discussions at the Committee meeting. If no comments are received by the next meeting, they will go to file as part of the permanent Committee record.