

PERMANENT BUILDING COMMITTEE
SCHOOL BUILDING COMMITTEE SUB-COMMITTEE
MEETING MINUTES



Project: Clinton Middle School
Subject: School Building Committee Meeting
Location: ZOOM
Distribution: Attendees, Project File
MSBA Module: D- Detailed Design

Project No: 202000640305
Meeting Date: 10/15/2024
Time: 6:30 PM
Prepared By: E. Grijalva

Name	Affiliation
Steven Meyer*	PBC Member- Superintendent
Chris McGown *	PBC Chair
Mike Moran*	PBC Member
Michael Ward*	PBC Member- Town Admin
Bill Connolly	SBC Member
Shane McCarthy	Teacher
Tyler Steffey	SBC Member, CMS Principal
Becky Tollis	SBC Member
Trip Elmore	DWMP- Project Director
Terry Hartford	DWMP – Sr. Project Manager
Elias Grijalva	DWMP – Assistant PM
Sean Brennan	LPA A –Project Architect
Peter Caruso	LPA A – Project Manager
Beth Paulson	Fontaine Bros – Project Manager

***PBC Voting Members**

Item No.	Description	Action
32.1	<p>Call to Order & number of voting members present 6:32PM meeting was called to order by PBC Chair C. McGown with 4 of 7 voting members in attendance.</p>	Record
32.2	<p>Carriage House Project Invoices for Approval</p> <p>Spencer, Sullivan, & Vogt, (SSV) Invoices 2407-05 & 2407-06; Amount: \$4,920 + \$2,650 =\$7,570.00</p> <p>A motion was made by M, Ward and seconded by M. Moran for the approval of both SSV Invoices No.2407-05 and 2407-06.</p> <p>Discussion: None ; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
32.3	<p>Previous Topics & Approval of August 13, Meeting Minutes:</p> <p>A motion to approve the September 17, 2024, previous meeting minutes, was submitted by S. Meyer and seconded by M. Ward.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
32.4	<p>CMS Invoices for Approval</p> <p>Invoice 1: DWMP Invoice No.024; Description: Design Development; Amount: \$70,000.00</p> <p>A motion was made by S. Meyer and seconded by M. Moran for the approval of DWMP Invoice No.024.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p> <p>Invoice 2: LPA A Invoice No. 2220-2409; Description: Design Development; Amount: \$544,900.00</p> <p>A motion was made by S. Meyer and seconded by M. Moran for the approval of LPA A Invoice No. 2220-2409.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record
	<p>Commitment: LPA A; Description: Geotechnical Boring Locations and Test Pits; Amount: \$3,960.00</p> <p>A motion was made by S. Meyer and seconded by M. Moran for the approval LPA A Amendment No. 010 request.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	
32.5	<p>LPA A Update</p> <p>P. Caruso provides a brief update on various designer tasks.</p>	Record

- **Soil Management Plan:** Report received 09/26/24; provides recommendations for potential off-site disposal options as well as instructions for on-site re-use.
 - Step 1: determine if there are any contaminants
 - Step- understanding what materials can be used
 - Fontaine will conduct a cut-and fill-analysis to determine the quantity of material to be removed from the building footprint and the amount of backfill required to raise the existing building area to parking lot grade
- **Test Pits:** Completed on September 26 and 27th; (2) infiltrometer tests were conducted; (8) test pits were excavated and backfilled throughout the site.
- **Geotechnical Report:** Report received 10/07/2024; provides comprehensive information that the structural engineer will use in designing footings and foundations; provides information relative to depths of unsuitable soils that will need to be removed and replaced with structural fill.
- **Existing Environmental Sound Report:** report received on 09/23/24; (2) monitors were set up for a week on site to record exterior ambient sound levels; Recommends no additional specification of building envelope construction is warranted and standard 1" insulating glass is sufficient.
- **Working Group Update:** Meetings with various department staff, providing their feedback to ensure we're capturing the scope correctly. (Meeting minutes can be found in meeting packet)
- **National Grid:** Team met with Heather Mills (Senior Project Coordinator) on 10/02/2024
 - **Track 1:** temp and permanent power (usually a 1-year turnaround time)
 - **Track 2:** Distributed generations (DG) as it related to the photovoltaic (PV) system
 - **Step Zero:** Applied; snapshot in time of cost, scope, and schedule that National Grid provides in a 3-week period.
- **Clinton Planning Board:** Meeting on December 3rd ,2024.
- **Wetland Update:** Report received 08/29/2024 and determined that No wetland resource areas occur on the site; Recommends having the Clinton Conservation Commission confirm the findings through a Request for Determination of Applicability.
 - On ConCom agenda for November meeting
- **Salvaged Items from the Existing School:**
 - 09/23/2024 – Kitchen Staff met with LPA|A Kitchen subconsultant to determine what equipment will be reused
 - 10/04/2024 – LPA|A + DWMP met with building inspector to review project; (1) rooftop mechanical units + existing generator inside to be re-purpose
 - No decision has been made to date.
- **Emergency Power** (required by code)
 - Egress and Exit lighting
 - Fire Alarm system
 - Public announcement and emergency communication system

- Elevator cab lighting
- Automatic doors
- Kitchen Ansel System

- **Standby Power** (*recommended to be included)

- Geothermal System*
- Telecom and server room lighting, power and A/C systems*
- Building Management System (BMS)*
- Radon fans on roof *
- Power outlets at roof equipment, mechanical rooms, loading area, cafeteria, and kitchen*
- Elevator *
- Kitchen Cooler/ Freezer Only*
- Selected Mechanical Loads (pending generator capacity)
- Selected Areas of the building (pending generator capacity)

Discussion:

M. Moran asks if the building will be designated as an emergency shelter.

P. Caruso responds that the building will not serve as an emergency shelter due to the code implications involved.

M. Moran asks, will the generator be powered by natural gas?

P. Caruso states no, it will be powered by Diesel.

T. Elmore comments, you can't have natural gas in order to participate in the IRA or Massave.

P. Caruso comments, we discussed the need for bathrooms to be connected to the generator. After consulting with B. Farragher, we confirmed that all faucets, toilets, and flushometers will be hardwired and powered electrically.

M. Moran states going electric with the flushometer will be expensive, highly recommend staying with manual flush valve.

T. Elmore states we can make the change, if that is what the committee wants to do.

S. Meyer states it makes more sense to focus on systems that will function even during a power outage, ensuring the restrooms remain operational.

- **PV System**

- Roof PV array | 28,830sf | +/-400kW array*
- Parking Lot Canopy PV array | 7,350sf | +/-100kW array*
- TOTAL | 36,180sf | +/-500kW array

P. Caruso states after discussions with Dore + Whittier, we recommend removing the canopy from the scope and including only the roof photovoltaic (PV) system in the base scope for time, efficiency, and cost reasons. The final decision will be made once the Design Development (DD) cost estimate is completed at the end of next month. Currently, the PV system is listed as an add alternate, but National Grid advised that knowing upfront if the PV system will be included helps them with their load study calculations. Delaying this decision could lead to project delays and additional costs, as National Grid would need to redo their study if the PV system is added later.

	<p>A motion was made by S. Meyer and seconded by M. Moran to keep only the roof PV system and include it as part of the base scope of work.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p> <ul style="list-style-type: none"> • Overall Design Development Progress <ul style="list-style-type: none"> a) November 01, 2024: Drawings will be submitted to cost estimators and commissioning agent b) November 19, 2024: SBC/PBC Meeting c) November 26, 2024: Cost Reconciliation with the team d) December 04, 2024: SBC/PBC Meeting – vote to authorize DD submission to MSBA e) December 06, 2024: DD Submission to MSBA <p>Exterior & Interior Design Update (refer to the website for a visual of the interior)</p> <p>Discussion: M. Moran asks, are there enough lockers for every student? S. Brennan confirms and replies 200 lockers per student per grade level.</p>	
32.6	<p>Other topics not Reasonably Anticipated 48 hours prior to the Meeting: Discussion: None</p>	Record
32.7	<p>Public Comment: Discussion: None</p>	Record
32.8	<p>Next SBC Meeting: PBC/SBC Meeting November 19,2024 @ 6:30PM; ZOOM PBC/SBC Meeting December 4, 2024 @ 6:30PM; Location ZOOM</p> <p>Discussion: None</p>	Record
32.9	<p>Adjourn: 7:52 PM A motion was made by M. Moran and seconded by M. Ward to adjourn the meeting.</p> <p>Discussion: None; Roll Call Vote: M. Moran (Y), M. Ward (Y), S. Meyer(Y), C. McGown (Y); Abstentions: None; All in favor, motion passes.</p>	Record

Sincerely,
 DORE + WHITTIER

Elias Grijalva
 Assistant Project Manager
 Cc: Attendees, File

The above is my summation of our meeting. Please contact me for incorporation into these minutes if you have any additions and/or corrections.