



**Penn Brook School Building Committee Meeting Notes**

***March 15, 2012 - 7:00 PM***

***Georgetown Town Hall, 3<sup>rd</sup> Floor Meeting Room***

**Committee:**

| <b><u>Voting Member</u></b>      | <b><u>Representing</u></b>     | <b><u>Present</u></b> |
|----------------------------------|--------------------------------|-----------------------|
| Ellie Sinkewicz                  | Building Committee Co-Chair    | X                     |
| Michelle Smith                   | Building Committee Co-Chair    |                       |
| Alan Aulson Jr.                  | Citizen                        | X                     |
| John Bonazoli                    | Finance Committee              |                       |
| Glenn Clohecy                    | Citizen                        |                       |
| George Comiskey                  | Citizen                        | X                     |
| Peter Durkee                     | Highway Surveyor               |                       |
| Tillie Evangelista               | Planning Board                 | X                     |
| Rob Hoover                       | School Committee               | X                     |
| Kerry Stauss                     | Citizen                        |                       |
| C. David Surface                 | Chairman, Board of Selectmen   | X                     |
| Eric Zadina                      | Citizen                        | X                     |
| Jeff Wade                        | Citizen                        | X                     |
| <b><u>Non-Voting Members</u></b> |                                |                       |
| Carol Jacobs                     | Superintendent                 | X                     |
| Michael Farrell                  | Town Administrator             |                       |
| Dr. Donna Tanner                 | Principal, Penn Brook School   |                       |
| <b><u>Other Attendees:</u></b>   |                                |                       |
| Carl Franceschi                  | DRA                            | X                     |
| Courtney Ufnal                   | DRA                            | X                     |
| Pat Saitta                       | Municipal Building Consultants |                       |
| Chuck Adam                       | Municipal Building Consultants | X                     |

1. Ellie Sinkewicz called the meeting to order at 7:05 and invited any public participation. There was none

2. **Review of previous meeting minutes:**

November 22, 2011 – No comments/corrections were noted. Motion made by Eric to approve the minutes as presented, seconded by George, a majority present voted approval, Eric and A.J. abstained.

January 25, 2012 - No comments/corrections were noted. Motion made by Rob to approve the minutes as presented, seconded by Tille, a majority present voted approval, George abstained.

February 25, 2012 - Comments/corrections noted; 2<sup>nd</sup> page under January 17, 2012 minute discussion; change "Ron" to Rob". Motion made by Eric to approve the minutes as amended, seconded by Jeff, a present voted approval.

February 28, 2012 - Minutes from "quad-board meeting" with MSBA were reviewed. Tillie had provided comments/corrections via email that included the following;

- 3<sup>rd</sup> page change "David Durkee" to "Peter Durkee"
- She believes that Mary Pichetti of the MSBA indicated that the "MSBA staff, after viewing the high school, understands why adding 7th and 8th grades to the Penn Brook new school is an option to be considered by the school building committee. A bigger building is warranted. Moving 6th grade out of the high school is not enough. Viewed 3 and 4 classes in one space."
- The MSBA representatives stated that "Maintenance is a concern and grade reconfiguration also needs to be relooked at"
- Minutes should reflect that DRA gave numbers of students for each grade option as follows" K-8 would have 1020 students with 158,000 sq. ft. K-7 890 students with 141,000. sq. ft. and total 7 &8 would be 140,000 sq. ft. DRA agreed with MSBA that enrollment is declining slightly for the whole state.
- Mary P. stated "that the current plans could be held up for a long term plan for the district, and a report by June."
- Mary P. also indicated that the MSBA indicated they would not be looking for any refund of funds spent to date on the previous Perley School project".

George suggested there also may be other corrections and comments that should be included in the minutes. He requested permission to review the recording of the meeting and report back to the committee at the next meeting and that the minutes should be considered at that time. All agreed.

3. **Approval of invoices:**

Ellie presented Municipal Building Consultants invoice dated 3/5/12 for services provided in February in the amount of \$6,600.00. A motion was made by Jeff to approve the invoice as presented and seconded by Tille, all present voted approval.

Ellie presented DRA invoice dated 3/5/12 for work performed on the MS/HS Programming and Capacity Analysis to date in the amount of \$16,500.00. A motion was made by Eric to approve the invoice as presented and seconded by George, all present voted approval.

4. **Old Business:**

- A recap of Quad Meeting held 2/28/12 with School Building Committee, Board of Selectmen, Finance Committee, School Committee and MSBA was discussed. All felt it went very well and appreciated the attendance at the meeting by all, the information provided by the MSBA was extremely helpful and all of the different committee members in attendance appreciated the MSBA's time.
- Ellie requested that Municipal ask the MSBA again for a letter outlining why the additional study work at the MS/HS is required. The committee understands and agrees the work is important but it would be helpful to have it in writing. Municipal will request the letter again.

**5. New Business:**

- DRA provided a presentation of the MS/HS space analysis work to date:
  - DRA and the consultants have walked the school a number of times, met with the principal, staff and the superintendent in order to identify the educational space deficiencies in the building.
  - Reviewed the table of the enrollment and square footage requirements of each of the grade configurations at the two buildings:

| PENN BROOK    |            |              |              | Middle/High School |           |
|---------------|------------|--------------|--------------|--------------------|-----------|
| Grade Config. | Enrollment | Estimated SF | MSBA Reg. SF | Grade Config.      | Occupancy |
| K-6           | 770        | 98,000       | 112,000      | 7-12               | 720       |
| K-7           | 890        | 124,000      | 141,000      | 8-12               | 595       |
| K-8           | 1020       | 139,000      | 158,000      | 9-12               | 470       |

- DRA presented floor plans of the existing MS/HS highlighting the educational space deficiencies for each of the grade configurations, a proposed use/reshuffling of the space use and proposed construction modifications required to make the realignments.
- Summary of the options:
  - K-6 – with the improvements noted on the plans, this configuration will address a significant amount of the deficiencies and address the NEASC concerns
  - K-7 – Will address the deficiencies as well but concerns with splitting the middle school grades into 2 buildings
  - K-8 – Addresses all the deficiencies, leaves the building with under-utilized space.
- DRA also presented a quick overview of the Perley school showing how the Kindergarten classrooms are used by the Pre-K and how the 1<sup>st</sup> grade classrooms are vacated.

- DRA also presented schematic options for what each of the Penn Brook options would look like on the Penn Brook site. Noted that adding middle school grades results in the adding of a waste water treatment facility. This adds about a million dollars and a long term operational expense for the district. This is a DEP requirement and plumbing code requirement.
- DRA also provide a handout outlining a summary of the work that would be required for each of the options as well as a list of potential capital projects.
- The next steps will be to meet with the various boards, define the costs for the each of the options, and assist the town in establishing a potential budget for any work that may be required at the MS/HS. Note that this work was not included in the additional scope of work.
- Committee comments/observations included:
  - Should we be looking at leaving K in Perley or has the previous vote resolved this already?
  - A 1-7 option doesn't seem to make educational sense.
  - With the 1-8 option won't that mean that the high school is only about 470 students? Will the MSBA accept this and won't this be more costly to operate?
  - K-6 appears to meet most of the needs of the MS/HS which validates the previous work completed.
  - What commitments will the town half to make relative to the renovation work at the MS/HS to satisfy the MSBA?
  - Could the vacated 1<sup>st</sup> classrooms at Perley be used for a Senior Center? This would become a town project not the school building committee.

**6. Upcoming meetings and motion to adjourn:**

- Next building committee meeting is scheduled for Tuesday, March 27 at 7pm, Town Hall 3rd floor meeting room
- Meetings will be setup to meet with Board of Selectmen and the School Committee to approve or affirm the preferred alternative submission.
- Motion to adjourn made by David, seconded by Jeff, all present voted approval.