

**ELHS School Building Committee
School Committee Conference Room and Zoom Meeting
September 29, 2022 – 4:00 PM**

Attendees:

Stephen Chrusciel, School Building Committee Chair
Gordon Smith, Superintendent of Schools
Pamela Blair, Assistant Superintendent for Business
Frank Paige, ELHS Principal
Heather Brown, ELHS Director of Curriculum
Kathleen Hill, Town Council Member
Stephen Lonergan, Town Accountant and Town Finance Director
Mary McNally, Town Manager
Elizabeth (Beth) Marsian-Boucher, School Committee Member
Bruce Fenney, Superintendent of East Longmeadow DPW
Dr. Daniela LaBarre, School Psychologist and Faculty Member
Greg Thompson, School Committee Member
Ryan Quimby, Town IT Director
Tom Christensen, Deputy Town Manager

Other Attendees:

Skanska USA Building, Inc.: Ben Murphy, Craig Spice
Design Team (JWA/SMMA): Kristian Whitsett, Dorrie Brooks, Helen Fantini, Jillian DeCoursey, Samantha Farrell

Welcome & Approval of Meeting Minutes

- Gordon Smith began the meeting at 4:02 PM.
- Gordon Smith asked for a motion to approve the 9/15/2022 ELHSBC Meeting Minutes.
 - Beth Marsian-Boucher made the motion. Ryan Quimby seconded the motion.
 - Gordon Smith called a roll call vote:
 - Stephen Chrusciel – absent at time of motion
 - Gordon Smith - yes
 - Pamela Blair - yes
 - Frank Paige - yes
 - Heather Brown - yes
 - Kathleen Hill - yes
 - Stephen Lonergan - yes
 - Mary McNally - yes
 - Elizabeth (Beth) Marsian-Boucher - yes
 - Bruce Fenney - yes
 - Dr. Daniela LaBarre - yes
 - Greg Thompson - yes
 - Ryan Quimby - yes
 - Tom Christensen - abstain
 - The motion passed.

Welcome to Tom Christensen as a new member of the ELHS SBC

- Gordon Smith welcomed Tom Christensen, Deputy Town Manager to the School Building Committee.

- Gordon Smith asked for a motion to approve Mr. Christensen's appointment to the School Building Committee.
 - Steve Lonergan made the motion. Ryan Quimby seconded the motion.
 - Gordon Smith called a roll call vote:
 - Stephen Chrusciel – absent at time of motion
 - Gordon Smith - yes
 - Pamela Blair - yes
 - Frank Paige - yes
 - Heather Brown - yes
 - Kathleen Hill - yes
 - Stephen Lonergan - yes
 - Mary McNally - yes
 - Elizabeth (Beth) Marsian-Boucher - yes
 - Bruce Fenney - yes
 - Dr. Daniela LaBarre - yes
 - Greg Thompson - yes
 - Ryan Quimby - yes
 - Tom Christensen - abstain
 - The motion passed.

Public Participation

- There were no members of the public present at the meeting.

Skanska Update

- Schedule Update:
 - Ben Murphy gave a schedule update and overview of Preferred Schematic Report (PSR) milestone dates.
 - Ben reported that the Project Team is still awaiting MSBA's review comments on the PDP submission that was made on August 30th, 2022. Once the team receives the comments, they will formulate responses and send them back to MSBA.
 - Ben made note of the Community Forum #2 event which took place on September 21st, 2022. It was a successful event in which the Project Team was able to provide important Project updates and receive useful feedback from community members who attended and participated.
 - The design team held a charrette at the high school on September 25th, 2022. During the charrette, design team members were able to walk the site, observe arrival/dismissal tendencies and progress the different project schemes with firsthand information.
 - Community Forum #3 has been scheduled for November 16th, 2022, at the high school.
 - Cost estimating of the different project options will begin in early January 2023. Reconciled estimates are expected to be complete by January 25th, 2023.
 - SBC approval of the PSR submission is tentatively scheduled for February 8th, 2023.
 - The Facilities Assessment Subcommittee (FAS) meeting will take place on March 29th, 2023. Ben noted that the FAS meeting is an informal meeting between MSBA, the district and the Project Team in which the PSR will be reviewed, and thoughts will be shared amongst attendees.
 - Formal PSR approval will take place on April 26th, 2023, at the MSBA's Board of Directors meeting.

JWA/SMMA Update

- Community Forum #2 Recap:
 - Jill DeCoursey recapped the 9/21 community forum presentation and community feedback.
 - Interactive feedback showed a strong preference for a new construction option from the community.
 - Option 5b (New Construction w/ Separate Community Bldg.) garnered the most support from the community.
 - Gordon Smith noted that there was a good mix of forum attendees/participants including teachers, parents, town department members, neighbors and others.
 - Beth Marsian-Boucher said that it's helpful to see the overwhelming support for the new construction option and it helps give the SBC direction.
 - Project team members volunteered to give presentations to the various Parent-Teacher Organizations. Gordon Smith will provide the upcoming PTO dates to the design team, OPM and SBC.
 - The project team will present to School Counsel on October 6th at 6 PM.
- Focus Group Formation:
 - Helen Fantini informed the SBC that the design team is looking to assemble three working groups to focus on: Building systems/sustainability, Site, and Educational Programming
 - The design team will work with the Town to identify volunteers for each group. Helen is aiming to have finalized rosters for each group by the end of next week.
- Design Updates:
 - Helen informed the SBC of the design charrette that took place at the high school on Sept. 28th. This event allowed the design team to walk the site and discuss and develop plans as a group. The charrette focused on:
 - Review of Community Forum #2 feedback
 - Additional Site Development
 - Circulation and Ed. Program Layout
 - Exploration of existing District Offices Building aka: the Annex Building.
 - Kristian Whitsett reviewed the prospects of keeping the Annex Building as a community building.
 - Pros:
 - Potential reduction of cost by removing district offices, IT, ELCAT scope from the main building.
 - Cons:
 - Resizing/replacement of mechanical systems.
 - Requires new electrical service.
 - New entries, parking, site access.
 - Possible need to keep Norden St. access.
 - Loss of a softball field/usable athletic field space.
 - Oversized for current needs
 - Keeps unattractive building in prominent location.
 - Blocks view into the site
 - The SBC expressed interest in learning the financial and programmatic differences in renovating the Annex building vs. keeping it in the main building.

- The design team will work with the various disciplines to establish scope associated with retaining the Annex building. Once scope is defined, a high-level estimate will be developed for comparative purposes.
- Kristian reviewed the design team's current goals:
 - Further development of Option 3C
 - Further development of community program location/phasing options
 - Aiming to review more detailed floor plans and specific room adjacencies
 - Initiating traffic study and site survey
 - Prep for first Sustainability charrette
- Beth Marsian-Boucher suggested that the design team consider including an exterior overhang or covered space that could be used for shelter from rain or as an outdoor classroom.
- MSBA PDP Review Comments
 - The project team will respond to MSBA's PDP review comments once they are received.
 - The project team will summarize MSBA's PDP review comments and the associated responses to be shared at the next SBC meeting.

Communications Update

- Community Forum #3 will be held in the cafeteria at East Longmeadow High School on November 16th at 6 PM.
 - SBC members will lead tours through the high school for attendees who are interested.

New Business

- The next SBC meeting has been scheduled for October 27th at 4 PM.

Adjournment

- Motion to adjourn made by Beth Marsian-Boucher. Seconded by Ryan Quimby.
- Gordon Smith called a roll call vote:
 - Stephen Chrusciel – yes
 - Gordon Smith – yes
 - Pamela Blair – yes
 - Frank Paige – yes
 - Heather Browne – yes
 - Kathleen Hill – yes
 - Stephen Lonergan – yes
 - Mary McNally – yes
 - Elizabeth Marsian-Boucher – yes
 - Bruce Fenney – yes
 - Dr. Daniela LaBarre – yes
 - Greg Thompson – yes
 - Ryan Quimby – yes
 - Tom Christensen – yes
- Motion approved unanimously.
- Meeting adjourned at 5:23 PM.

Meeting minutes respectfully submitted by Ben Murphy, Skanska.