

January 16, 2012

RE: Penn Brook (revised 1-17-12)

Dear Building Committee,

As the School Committee representative, the point of this communication is to identify what remains outstanding and provide suggestions for how we might resolve them. My fundamental concern stems from the schedule. Is there enough time to complete the design, to discuss it, to explore modifications, establish a realistic cost and come to consensus all by January 26th? That's when the S.C. will be asked to vote.

Outstanding Design, Cost and Consensus Issues

1) Project Cost.

- Challenge #1: With so many outstanding design issues, how do we know the cost? Suggestion: Identify well thought out allowance (budget number) for each item separately. Put in writing and hand out to bldg. comm.
- Challenge #2: Cost of off site improvements, if any, and how they impact our budget? Suggestion: Separately indicate off site costs. Put in writing and handout to building committee before next meeting.
- Challenge #3: Sticking to budget and avoid cost creep. Suggestion: Separately indicate building costs, site cost, landscape cost and off site improvement cost. Put in cost estimate in writing and handout.

2) Teacher, Principal, Superintendent Consensus.

- Challenge #1: The "flow" of the building AND site. Suggestion: Additional design workshop meetings. Please, notify me this time.
- Challenge #2: Incomplete communication between School Administration and Building Committee. I would like to hear directly from all administrators and someone representing the teachers. Suggestion: Administration (including teacher representatives) attend next meeting and let them present directly to the Building Committee.
- Challenge #3: Proposed amphitheater leaves no area for Un-programmed, grassed outdoor space. Suggestion: Delete amphitheater and replace with green lawn panel for school to use (and develop later) however they see fit.
- Challenge #4: Any concern with outdoor play space disturbing adjacent classrooms? Suggestion: Provide adequate buffer.
- Challenge #5: Any concern with location of secondary, smaller, age appropriate, play space. Adjacent to service / dumpster / smell / noise. Suggestion: Sketch it and then we can respond.

3) Schedule.

- Challenge: Is there enough time to reach consensus on project cost, what the building will look like, building materials, how the building will flow, how the site will work, long term maintenance commitments and moving K out of Perley and MSBA questioning, prior to S.C. vote. Last meeting DRA agreed with "feeling the consequence" of schedule. Suggestion: As long as it's OK with MSBA, postpone vote.

- 4) Relocating K.
 - Challenge: MSBA questioning what happens with Perley. Suggestion: Don't move K.
- 5) Long Term Maintenance.
 - Challenge: For building AND site, has it been minimized? Do we have necessary storage, vehicular access, snow storage area, etc? What's the cost? Suggestion: Request Peter Durkee and Mike Anderson provide review and sign off of same.
- 6) Front Door Back Door.
 - Challenge: Building exterior and site design says lower level is main entry / front door. However, design of building interior says mid level is main entry / front door. Last meeting DRA agreed with interpretation. Suggestion: Design both entries to be front doors. What's the cost? The lower level, interior lobby and what it looks like currently resides in word only. Sketch it and then we respond.
- 7) Front of Building and Lower Road / Parking Lot.
 - Challenge #1: Children circulation through parking lot to fields and their safety. Suggestion: Sketch it and then we can respond.
 - Challenge #2: Gymnasium and large blank wall. Suggestion: Find a way to relocate exit door or add retaining wall to hide door and wrap grade around corner of building. Sketch it and then we can respond.
 - Challenge #3: What does lower parking lot look like? Suggestion: Sketch it and then we can respond. What about a one way system?
 - Challenge #4: Avoid destruction of existing tree stand and knoll located in front of existing school. If use wall, what's the cost? Suggestion: Sketch it and then we can respond.
- 8) Back of Building and Upper Loop Road.
 - Challenge: Existing wetland is partly driving bldg. location, road and parking design. Eric Zadina raised an interesting question about moving the building. Have we explored all options, challenged current assumptions? Suggestion: Apply for "waiver" and work within 100' setback. Also turn road into a one way and reduce pavement width.
- 9) Building Design.
 - Challenge: Reaching consensus on what it's going to look like and thus cost. Including but not limited to roof design, enlarged roof overhang, siding materials. What's the cost? Suggestion: Need elevations. Draw it and then we can respond. Looking at the building from an elevated position will not answer these questions.
- 10) Pedestrian Circulation.
 - Challenge: Is there a safety issue with no way to walk from front to back of building except in road? Suggestion: Add sidewalk.
- 11) Landscape Design.
 - Challenge: What will it look like? Plant material, special paving, site lighting, irrigation and site amenities such as retaining walls, storage sheds, fencing to screen service area, drinking fountain, seating, site signage, etc. What will it cost? Suggestion: Identify well thought out allowance (budget number) for each item separately, put them in writing and hand out to bldg. comm.

- 12) Field Proximity to School.
 - Challenge: Supervision of large play fields = staffing concern and safety. What's the cost? Suggestion: Emergency call box and security camera's.
- 13) Grading and Drainage.
 - Challenge: Have you balanced cut and fill? What's the cost? Suggestion: Sketch it and then we can respond.
- 14) Emergency Access / Johnson Property.
 - Challenge: Mr. Johnson is ill. Construction traffic, noise, dust and intensity. What's the design look like and what's its cost? Suggestion: Sketch it and then we can respond.
- 15) Emergency Access Drive.
 - Challenge #1: What existing trees can we save? Do we need to plant more? Can we save some with walls? What's the cost? Suggestion: Sketch it and then we can respond.
 - Challenge #2: Has this areas drainage been resolved. Is there a hidden cost here? Suggestion: Sketch it and then we can respond.
- 16) Interior Design.
 - Challenge: What will it conceptually look like? What will it cost? Suggestion: Provide imagery and or sketches and then we can respond.
- 17) Septic.
 - Challenge #1: Where and how vented? Prevailing winds? Smell? Suggestion: Sketch it and then we can respond.
 - Challenge #2: Access for servicing? What's the cost? Suggestion: Sketch it and then we can respond.
- 18) Green Roof.
 - Challenge: We might like it but can the town afford it? Suggestion: Design to support future loading, drainage, electrical and water needs. Develop later after school is built.

Respectfully Submitted,

Rob Hoover