



Penn Brook School Building Committee Meeting Notes

*April 24, 2012 - 7:00 PM
Town Hall Meeting Room*

Committee:

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

1. Michelle Smith called the meeting to order at 7:00.

2. **Approval of minutes:**

March 27, 2012 – Motion made by David Surface and seconded by George - All present voted approval

April 3, 2012 – Motion made by David Surface and seconded by George - All present voted approval

3. **Approval of Invoices:**

NONE

4. New Business:

- Recap of Facilities Sub-committee Meeting at MSBA on 4/11/12:
 - Municipal reviewed their distributed notes from the meeting
 - Meeting went very well, DRA's presentation was well received
 - Notes include the questions and minor concerns raised by the FSC
 - MBC reviewed questions and answers from the MSBA regarding funding availability for identified MS/HS projects
 - Letter was written by co-chairs that was included in the Preferred Alternative submission that addressed that committee would be requesting funding for MS/HS and possibly Perley work from the town boards having the authority to fund the work.
 - The chairs will forward the letter to the boards
 - FEMA Grant applications are being made by school department to address the water infiltration issues at the MS/HS and Perley School. A funding request will be brought to town meeting in the fall for the town's portion of the work. A question was asked if the grant amounts will be enough to cover the work. Until the engineering work is done, it's unknown.
- Update on 4/12 School Committee and Board of Selectmen's meeting:
 - Both boards approved the recommendation of the building committee to submit the revised K-6 plan ("T" shaped) as the preferred alternative.
 - Noted that all (3) boards votes included "with consideration of the additional work required at the MS/HS"
- Preferred Alternative Submission:
 - DRA presented copies of the Preferred Alternative submission to the committee. An electronic copy was also given to George for loading on to the website.
 - Submission was made on April 18th
 - No comments or response from MSBA as of today
- Presentation of latest design plans/concepts:
 - DRA presented the latest plans for the site layout and floor plans
 - Key points:
 - Classroom wings are now not linear connected but "skewed" using angular connectors
 - Staff and Administration will see and review on Thursday, 4/26/12
 - Concerns from committee with open corridors alongside cafeteria
 - Will need to review use of kitchen and serving lines with staff
 - DRA presented a very early 3d model of building
 - Roof lines and sloped roofs are still being reviewed
 - Possibility of green roof area will be further discussed
 - Playground layouts were reviewed and received well
 - Outdoor classroom space was received well

- DRA is looking at access road around back of building
- DRA showed the Manassas Park elementary school in VA which had many environmental features that the committee may want to consider for the new Penn Brook School. They will provide a link to that presentation to the committee.

5. Next Steps:

- DRA and MBC are finalizing a plan of the next (4) building committee meetings that will include consultants and presentations
- A community design input meeting will be scheduled for the middle to the end of June
- Estimates will be received and reviewed in July in preparation for August submission to MSBA for Sept board meeting.

6. Motion to adjourn:

- Motion to adjourn made by David, seconded by Tille, all present voted approval.