



**Penn Brook School Building Committee Meeting Notes**

***May 22, 2012, 2012 - 7:00 PM  
Town Hall 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	X
Alan Aulson Jr.	Citizen	X
John Bonazoli	Finance Committee	
Glenn Clohecy	Citizen	
George Comiskey	Citizen	X
Peter Durkee	Highway Surveyor	X
Tillie Evangelista	Planning Board	
Rob Hoover	School Committee	
Kerry Stauss	Citizen	X
C. David Surface	Chairman, Board of Selectmen	
Eric Zadina	Citizen	
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	X
Chuck Adam	Municipal Building Consultants	
Richard Noce	TMP Consulting Engineers	X

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

2. **Approval of minutes**

April 24, 2012 – Motion made by George Comiskey and seconded by Jeff Wade - All present voted approval

3. **Approval of Invoices**

-DRA- April 2012- Professional Services - \$34,500.00

-DRA (Samiotes) – April 2012 – Wetlands - \$429.00

-DRA- April 2012 – High School Assessment -\$5500.00

-Municipal Building Consultants – April 2012 – Services- \$8250.00

-Kopelman and Paige - April 2012 - \$560.00

Motion made by Jeff Wade, and seconded by George Comiskey. All present voted approval.

4. **New Business**

• **Municipal Building Consultants Update**

- Updated schedule was distributed and all design phases and MSBA activity remain on schedule.
- MBC has reached out to the MSBA on the status of any additional information that may be required for the upcoming board meeting. No response back from MSBA.

• **DRA Update**

- Karl and team met with the kitchen personnel to review the layout and equipment.
- Review of updated floor plans, including rotation of the gym and the addition of a central rotunda style tower. The rotunda will bring light into the lobby of the building and is consistent with some other historical landmarks and homes in town.

• **HVAC System Presentation by Richard Noce, of TMP Consulting**

- TMP presented a matrix of systems (see attached). The matrix lists various options, including ventilation effectiveness, impact on floor space, maintenance, energy efficiency, noise filtration and comfort. The matrix also includes cost and equipment type.
- Systems Include:
  - A – Console Unit ventilators
  - B – Console Fan coils
  - C – All air –VAC
  - D – Displacement Ventilation
  - E – Chilled Beams
  - F – Geo System with fan coil units
- A decision in the selection of the appropriate system is determining the areas in the school to be air conditioned. Committee discussed options and it was mentioned that the MSBA would probably consider reimbursement for the partial A/C. For Green Schools, MSBA rewards a point for not fully air-conditioning a school.

- System that seems to fit the schools needs would be a modified "B/C" with rooftop air units at the large volume areas and VAV system/FT in smaller areas. Classrooms to have duct condition air and FT at the exterior walls.
- Heating hot water will be generated by the central boiler system. Domestic hot water will be separate units
- Recommendation was made by DRA to go with a partial air condition. A fully air condition system would increase upfront cost by installing it and will increase operating costs to have it.
- Cost is a main concern. Point was made that this is the preferred option is the partial A/C if it can remain cost effective.
- Motion was made by George Comiskey, seconded by Jeff Wade to fully air condition the center core areas: cafeteria, stage, offices, library, band room and partially air condition the classroom wings. The gym and kitchen are not to be air-conditioned. The gym is limited to ventilation which DRA was asked to investigate the possibility of increasing the ventilation above normal requirements.

- Electrical Systems

- Brief discussion on the electrical systems – will have room sensors and exterior "light harvesting". Additional information will be presented at the next meeting.

5. **Next Steps:**

- DRA is meeting with the teachers again next week
- Community Meeting tentatively scheduled for Tuesday, June 19, 2012 at 7pm
- Upcoming SBC meetings:
  - June 12 - LEED/MACHPS
  - June 19 – Community Meeting
  - June 26 – Building Materials

6. **Motion to Adjourn:**

- Motion to adjourn made by Michelle Smith, seconded by Peter Durkee, all present voted approval.