

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Facilities Task Force Monthly Meeting

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**Date and Time**

Monday December 20, 2021 at 7:00 PM

**Location**

ZOOM

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**Committee Members Present**

Andrea Barlow (remote), Ariane Purdy (remote), Brad Rogers (remote), Jen Stoddard (remote), Jim Gaudette (remote), John Romano (remote), Karen Zieff (remote), Nathan Dye (remote), Peter Cheney (remote)

**Committee Members Absent**

Christian Strom, Marisa Fava, Rebecca Whidden, William Rockwell

**Guests Present**

Peter Cohen (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

Andrea Barlow called a meeting of the Facilities Task Force Committee of MCCPS Board of Trustees to order on Monday Dec 20, 2021 at 7:05 PM.

**C.**

### **Accept Remote Participation**

Ariane Purdy made a motion to Accept remote participation.

Jim Gaudette seconded the motion.

The committee **VOTED** to approve the motion.

### **D. Approve Minutes**

Ariane Purdy made a motion to approve the minutes from Facilities Task Force Monthly Meeting on 10-19-21.

Brad Rogers seconded the motion.

The committee **VOTED** to approve the motion.

## **II. Action Item Updates**

### **A. Mural Project Update**

Mural project update - Peter, Andrea, Arianne

- \$5500 awarded by Mass Cultural Council

- waiting to hear about smaller grants

- Board recommended reaching out to Beyond Walls - ideas for additional fundraising (matching funds, local businesses for portion of day/week's proceeds, have students make video to use for marketing, eye grabbing and clear messaging on brochure)

- tomorrow Peter will gauge interest in pooling money as a Board or set up a matching program with other donors

- will put together online auction committee to target money raising money for mural

- maybe Christian, Brad and Ariane will look into getting surface repointed (not included in quote) - need to better understand prep and staging costs; talking with Washington for what he can do and what we may need outside help

### **B. Roof Proposals Update**

Roof

- 3 proposals in hand - could go down with estimates (given supply chain issues possibly resolving)

- in spring, will have audit of rooftop HVAC units (which unit serves which part of the building and life expectancy) - company out of Salem, NH. Also recommended not replacing all units at once

- Target 2023 - complete school side of the roof; 2024 - warehouse side of the roof, which is in better shape

- John and Brad agreed the audit is a good idea - take account what we have available and what we need to add. Will also help to know what area may be shut down in a zone according to HVAC units

- Ariane asked if the patches are good enough to wait until 2023. Washington tracking leaks/seals. Is there an obvious ponding situation on the roof? If so, is there a way to divert the water?

- The one area where there is some ponding is above where the mural will be - will need scupper?/temporary fix for summer?
- John and Brad will review the scope of the 3 quotes to ensure they are quoting the same

### **C. Landscape Architect**

### **D. Mechanical Review**

### **E. Building Lease Renewal**

Decision to make in January

- renters in warehouse:

Marblehead Youth Hockey - Jan to June

Paul Hagget - will need to let him know in Jan if the lease is renewed for another year.

John - When renewing lease for a year, could a rider be added to lease to give a 60 day notice to vacate?

## **III. Building Plan Walkthrough**

### **A. Presentation of Findings from Building Plan Shuffling Session**

Ariane, Brad, Christian - Update

- Met a week or two before when Nov meeting was to happen.
- Maybe do 3 classrooms on the front to include a mini lab (22x38), the next phase of the blackbox and other 5th grade classroom, then art and music
- STEM lab inspiration images shared to include flexible furniture in middle, services at the perimeter, makerspace element to align with hands-on learning, lots of natural light/perimeter glass
- guidelines from MA School Building Authority: 60 nsf per student (inside the room, not including the corridor); provide as much flexibility as possible; need lecture and lab style layout; moveable teacher station; 2 egresses
- considering smart boards/instructional technology? Not there yet - ideally there would be some instructional technology
- warehouse is tall but not able to have 2 stories, but could have suspended acoustic clouds, maybe a catwalk with chair lift, baffles, exposed ductwork
- if interior classrooms, borrowed light from exterior rooms with windows; higher windows

## **IV. Closing Items**

### **A. Recap Action Items**

Next meeting, Tuesday, Jan 18

### **B.**

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
Peter Cohen