



MEETING MINUTES

Project: Peabody Welch Elementary School
 Subject: School Building Committee Meeting
 Location: Zoom Conference Call
 Distribution: Attendees, Project File

Project No: MP17-114
 Meeting Date: 08/13/2020
 Time: 9:00 AM
 Prepared By: R. Donner

Present	Name	Affiliation	Present	Name	Affiliation
	Edward Bettencourt*	Mayor	✓	Mike Burton	DWMP
✓	Joseph Scanlon	Business Manager	✓	Christina Dell Angelo	DWMP
✓	Beverley Ann Dunne*	SBC Chair	✓	Mike Cox	DWMP
✓	Josh Vadala*	Superintendent		Terry Hartford	DWMP
	Jarrold Hochman*	SBC Member	✓	Rachel Donner	DWMP
✓	James Hafey*	SBC Member	✓	Donna DiNisco	DiNisco
✓	Peter McGinn*	SBC Member	✓	Ken DiNisco	DiNisco
	Ryan Melville*	SBC Member	✓	Vivian Low	DiNisco
✓	Michelle Massa*	Welch Principal	✓	Jeff Oxsalida	DiNisco
	Kara Migliozi*	SBC Member		Jim Shuttlesworth	DiNisco
	Michael Gingras	SBC Member			
✓	Edward Colbert*	SBC Member			
	Albert Talarico	SBC Member			
✓	Jillian Gonzalez*	SBC Member			
	Kelly Hidalgo*	SBC Member			
✓	Elizabeth McGivern*	SBC Member			
✓	Daniel Doucette	SBC Member			
	Thomas Griffin	SBC Member			
	Christopher Lord	SBC Member			

* SBC Voting Member

Item No.	Description	Action
5.1	Call to Order: 9:05 am meeting was called to order by SBC Chair B. Dunne with 8 of 14 voting members in attendance.	Record
5.2	Previous Topics & Approval of July 16, 2020 Meeting Minutes: A motion to approve the 7/16/2020 meeting minutes as submitted made by B. McGivern and seconded by M. Massa. Discussion: None. Abstentions: None. All in favor: Motion passes, minutes approved.	Record
5.3	<p>Designer Selection Update:</p> <ul style="list-style-type: none"> ➤ B. Dunne shares D+W will give a designer selection update and today we have our designers joining us. ➤ C. Dell Angelo explains our first DSP meeting was on 7/21 where we were able to review our proposals. There were 3 proposals (DiNisco, SLAM, and MDS) At our meeting on 7/21 the DSP voted to interview all 3 firms. MDS opted to not interview but we were able to interview DiNisco and SLAM on 8/4. At the end, there were 18 votes for DiNisco and 2 for SLAM. ➤ DiNisco was selected for the Welch Elementary School Project. 	Record
5.4	<p>DiNisco Design Introduction:</p> <ul style="list-style-type: none"> ➤ D. DiNisco says we are excited to be working with Peabody again and we look forward to meeting the new SBC members. ➤ D. DiNisco shares we have a presentation that explains who we are and it shows our relevant experience. ➤ D. DiNisco begins, we have been working with the city for about 30 years. DiNisco has learned a lot working with the Mayor’s office, city officials, etc. <ul style="list-style-type: none"> ➤ DiNisco’s Project Team <ul style="list-style-type: none"> ○ Vivian Low ○ James Shuttleworth ○ Kenneth DiNisco ○ Donna DiNisco ○ Jeff Oxsalida ➤ DiNisco has worked in 24 communities and has completed 61 public schools, 31 have been elementary schools. ➤ Relevant experience: DiNisco has completed many new schools on occupied sites that have been constructed within feet of the existing building. We also have experience with renovation and additions on vacant sites or occupied buildings as well. The Lexington Diamond Middle School was fully occupied during construction. ➤ Recent Projects: Cabot School in Newton, MA, Hastings Elementary in Lexington, and the Lexington Children’s Place ➤ Educational Experience: DiNisco’s approach is process oriented and visionary. 	

- Learning Environments: DiNisco creates flexible spaces,
- Building Systems and Controls: J. Oxsalida shares studies will help the city evaluate systems and controls such as HVAC. There's also potential of switching over to natural gas.
- Neighborhood Concerns: Welch School is in a dense neighborhood, there will be construction traffic, chronic flooding, etc.
- There are two parks and the meadow gold course surrounding the site so there is limited area for the school project.
- Phased Construction: V. Low shares addition/renovation is probably the way to go but we have to vet all of the options. It is always the most challenging to add and renovate an existing building.
 - If there is no additional swingspace available, we will have to create on site by using portable classrooms.
 - We're looking in to possibly expanding and building an addition to the second floor. This would allow us the opportunity to open up the lobby space below.
 - We're also looking at the potential of additional classrooms on the second floor. We're looking to add up to 8 classrooms.
- Opportunities – New windows will allow for a proper learning environment. The envelope could replicate or reduce glass areas.
- Next Steps – We will be meeting with our consultants this afternoon to examine the buildings existing conditions. We will conduct a whole site survey and look at the wetlands in detail.

Discussion:

- J. Scanlon shares it is exciting to see different concepts. J. Scanlon then explains I want to circle back to natural gas instead of electricity. V. Low explains we have many clients trying to convert back to electrical. It creates an opportunity to add canopies and solar panels to get close to net 0. D. DiNisco shares it is important to make sure the mechanical equipment is supported if the goal is to go all electric. It's important to start conversation now to understand the goals of the facilities department. J. Scanlon asks are their boilers that could be serviced by gas or electricity to serve the boilers already there? V. Low shares DiNisco has been installing high efficiency gas boilers but will look at other options.
- SBC introduces themselves.
 - Ed Colbert – Retired Electrician
 - Joe Scanlon – Facilities Operations
 - Beth McGivern- Retired Welch School Teacher. Grew up in the neighborhood.
 - Jim Hafey – Facilities director
 - Chris Lord – Asst. Superintendent

	<ul style="list-style-type: none"> ○ Dan Doucette- Purchasing ○ Jared Hochman – School Committee ○ Jillian Gonzales – Parent of Welch School Student ○ Michelle Massa – Principal ○ Josh Vadala – Superintendent ○ Pete McGinn – Peabody City Council ○ Ryan Melville – City Councilor, Abutter 	
5.5	<p>Schedule Update:</p> <ul style="list-style-type: none"> ➤ C. Dell Angelo presents the SBC with a schedule update <ul style="list-style-type: none"> ○ DiNisco Design Contract Approval ○ Existing Conditions Review 8/13/20 ○ DiNisco Design Contract Approval ○ Existing Conditions Review 8/13/20 ○ Hazmat Sampling 8/20-8/25 ○ Borings, Test Pits & Soil Tests TBD ○ Educational Programming Subcommittee Meetings TBD ➤ D+W has requested a work plan from DiNisco to outline their upcoming meetings. ➤ Our next SBC meeting is September 10th 	
5.6	<p>Working Groups:</p> <ul style="list-style-type: none"> ➤ C. Dell Angelo shares the working groups and their members <ul style="list-style-type: none"> ○ C. Dell Angelo suggests it might be best to talk with M. Massa to schedule a subcommittee meeting to begin discussing programming now. ○ J. Gonzalez shares she wants to be added to the technology group. ○ B. Dunne notes D. Hewitt has transferred to a different school and we need a suggested replacement for her. ○ M. Massa wants to be added to the following working groups – technology, FF&E, health, etc. ○ P. McGinn wants to be added to the Facilities group. 	
5.7	<p>Other Topics not Reasonably Anticipated 48 hours prior to the Meeting:</p> <ul style="list-style-type: none"> ➤ Deb Hewitt has transferred to a different school and we need to suggest replacement. 	
5.8	Public Comments: None.	Record
5.9	<p>Next Meetings:</p> <ul style="list-style-type: none"> ➤ SBC 5 – September 10, 2020 @ 9:00 	Record
5.10	<p>Adjourn: 10:23 am A motion was made by J. Scanlon and seconded by B. McGivern to adjourn the meeting, Discussion: None.</p>	Record

Sincerely,

Project: Peabody Welch Elementary School
Meeting: School Building Committee
Meeting No. 5 - 08/13/2020
Page: 5

DORE + WHITTIER

Rachel Donner
Assistant Project Manager
Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.