

MINUTES
Green Meadow Building Committee
Monday, August 7, 2023, 5:00 pm
Remote Meeting

Pursuant to Chapter 2 of the Acts of 2023 signed into law by Governor Healey on March 29, 2023, several pandemic-related relief provisions suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20 were further extended until March 31, 2025. All members of the public are invited to join the meeting virtually either by computer (internet) or phone as noted at the beginning of each meeting.

Meeting Called to Order via Roll Call at 5:00 pm

Brian Haas - Present
Jennifer Gaudet - Present
Jerry Culbert - Present
Mary Brannelly - Present
Nicholas Kane - Present
Robert Rouleau - Absent
Anthony Midey - Present
Wayne White - Absent
Mark Anderson - Absent
Christopher DiSilva - Present
Justin DeMarco - Absent
Matthew Johann - Present
Greg Johnson – Present
Hilary Griffiths – Absent
Mike Stevens - Present

Ken Neuhauser (NV) - Present
Charles Gobron (NV) - Absent

Project Team Members Present:

Phil Palumbo, Colliers Project Leaders; Chris LeBlanc, MVG; and Frank Tedesco, MVG.

Others Present:

Orian Greene, Kate Wheeler, Justine St. John, and Josh Morse.

Documents presented during meeting:

The meeting included presentation of a PowerPoint agenda and supporting slides presented by Phil P. and Mary B. These are attached to these meeting minutes.

School Building Committee Meeting Minutes Approval

Jerry C. made a motion to accept the 7/10/23 SBC Meeting Minutes. The SBC Meeting Minutes were approved unanimously via Roll Call with one correction required. The correction is to change the listed date (Community Outreach section, item # 7) of Octoberfest from October 30th to September 30th.

Feasibility Study Budget & MSBA Reimbursement

Phil P. presented the status of the Feasibility Study Budget indicating that there have been no new invoices since the last meeting. The anticipated remaining balance from the \$1M feasibility study is approximately \$149,100.

A total of \$470,378 representing roughly 85% of the Maximum Total Facilities Grant have been reimbursed by the MSBA to date.

Community Outreach Update

Mary B. presented the attached Community Outreach notes and below is a summary of the discussion:

1. Mary B. presented the topic of the Town Wide Mailer, the edits recommended to it by the printer, and the logistics and timing behind mailing it. The Building Committee had no objections to having the mailer sent out to all the Maynard residents for late August / early September.
2. Updated posters of the building renderings have been printed.
3. A lengthy list of community outreach events were discussed, as well as presentations scheduled for the Selectboard, School Committee, and Finance Committee.
4. Comments were made to add the Town Meeting and Debt Exclusion Vote dates and locations to the project website.

New Community Questions / Comments

Jerry asked Mary B. and others if there have been any new comments or questions from the community during the coffee-talks. Below are the items discussed:

1. Maintenance of the Existing Building

Mary B. mentioned there had been a couple community members that weren't pleased with how the District maintains the existing building. It was discussed that the District should be prepared to speak to that comment. In that regard, Brian H. highlighted that Fowler School and the High School are great examples of how the District maintains new school buildings.

It was also mentioned that the MSBA has recently introduced their Module 9 - Post-Occupancy Evaluation process in which the MSBA visits these new schools, post them being occupied by the District, partially as a quality control measure to ensure that the new school building is being maintained appropriately.

2. Cost for the Base Repair / Code Upgrade

Mike S. mentioned there have been community concerns that there isn't enough data being provided on all the design and cost aspects associated with the Base Repair / Code Upgrade. Phil P. indicated that topic has its own isolated slide in the Community Forum slideshows, and it will continue to be a topic within the community presentations.

3. Design Team Qualifications

Mike S. mentioned the concern of whether the School Building Committee feels the Design Team has the required expertise to achieve the sustainability goals linked to the project. Phil P. indicated the Design Team is charged with designing a geothermal HVAC system as has been voted on by the SBC and to design the project to achieve LEED Gold, and that's what they're going to do. Further conversation was had regarding MVG getting Mary B. some information regarding C.A. Crowley Engineering's company bio and qualifications. Josh M. indicated that any design team working on a MSBA core program project is fully capable of designing a net-zero building; MSBA wouldn't do business with a design team that was not capable of doing that. Furthermore, the HVAC system design change through the design process is not a matter of the design team's inability, rather them making the changes the community would like to see.

Project Timeline

Phil P. presented the Project Timeline and remaining project presentations.

New / Other Business

Committee Members Providing Questions and Comments to Design Team

Ken N. mentioned the idea of getting a mechanism started where committee members can ask the Design Team questions or provide them comments for a certain time period, and then have the questions / comments responded to. The thought is this mechanism is less filtered and more detailed than the Project FAQ on the project website. After discussion, the thought is that a project email address will be setup, it will be routed to Jerry C. as the SBC Chair, and Jerry C. will forward the questions / comments to Colliers and MVG. The timeframe linked to receiving the questions / comments and when they're responded to will be determined as the project moves along.

Next Meeting Dates

Tuesday, September 5th, 2023, at 5:00 PM, SBC Meeting.

Meeting Adjourned via Roll Call at 5:47 PM.

GREEN MEADOW ELEMENTARY SCHOOL

TOWN OF MAYNARD, MA

FUNDING THE PROJECT

August 7, 2023



Project Leaders





Meeting Agenda

- I. Meeting Called to Order via Roll Call
- II. Approval of Prior Meeting Minutes
- III. Feasibility Study Budget Update
- IV. Community Outreach Update
- V. Project Timeline Update
- VI. New / Other Business
- VII. Adjourn Meeting via Roll Call

GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



Feasibility Study Budget Update

Town of Maynard

Green Meadow Elementary School

Financial Status Report (\$'000's)

Date: August 7, 2023

	A	B	C	D1	D2	D	E	F	G
	Budget			Contracted Project Costs			Anticipated Costs		Remaining Balance (C - F)
	Project Budget	Approved Transfers	Approved Budget with Transfers	Paid	Unpaid	Total Contract	Planned, but not Contracted	Anticipated Total Costs (D + E)	
Budget developed as of 3/12/2021									
I. Feasibility Study Agreement									
<u>A.</u> OPM Feasibility	\$ 250.0		\$ 250.0	\$ 198.6	\$ -	\$ 198.6	\$ -	\$ 198.6	\$ 51.4
<u>B.</u> AE Feasibility	500.0		500.0	500.0	-	500.0	-	500.0	-
<u>C.</u> Environmental & Site	150.0		150.0	134.4	1.8	136.2	-	136.2	13.8
<u>D.</u> Other	100.0		100.0	16.1	-	16.1	-	16.1	83.9
Total Feasibility Study	1,000.0	-	1,000.0	849.1	1.8	850.9	-	850.9	149.1
Total Project	\$ 1,000.0	\$ -	\$ 1,000.0	\$ 849.1	\$ 1.8	\$ 850.9	\$ -	\$ 850.9	\$ 149.1



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



MSBA Reimbursement for Feasibility Study Budget

Project Details	Contract Details	Budget Details	Payment Requests	Prior Requests	Audit Details	Finance	Audit Adjustments	
District Name	Maynard	School Name	Green Meadow					
MSBA ID	201901740010	Budget Phase	FSA Budget					
Procurement Type	Design/Bid/Build	Total Project Budget	\$1,000,000					
Project Type	Core Program	Board Approved Final TFG Date						
Project Scope	New Construction	Estimated Max Total Facilities Grant (95% Amt)	\$556,300(\$528,485)					
FSA Effective Date	3/12/2021	Maximum Total Facilities Grant	\$556,300					
PFA Effective Date		Total MSBA Payment Amount (to Date)	\$470,378					
PFA Bid Date		Percent of Total Facilities Grant Paid (to Date)	84.55%					
Reimbursement Rate	55.63%	Project Phase	Approved Project Vote Pending					



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



MAYNARD PUBLIC SCHOOLS

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GREEN MEADOW ELEMENTARY SCHOOL PROJECT FAQ

Maynard is a Green Community – will GMES strive to be a Net-Zero Energy project? What are the sustainability goals for the project, and what measures will be taken to achieve them (efficient HVAC systems, etc.)?

The GMES project will aim to deliver a building that reaches the highest sustainability benchmark that is attainable within the project budget and ultimately approved by the Green design alternative being considered by the Stretch Energy Code, which is the Committee will elect to certify the which are used to evaluate high-g systems will be fully integrated into the design/point will be pursued.

Canopy to be preserved – how do the we to preserve and protect existing (any) and to what extent are these strategies for this project?

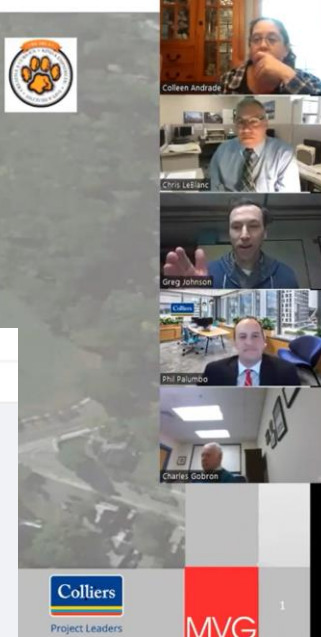
How to incorporate feedback from various sources? This goal is important to the project. We will give special consideration to preserving the existing site than would be the case for a new site. The design and site are being evaluated to ensure that they accommodate the School's goals as well.

Is the site a usable site?

Can we propose a multi-story building?

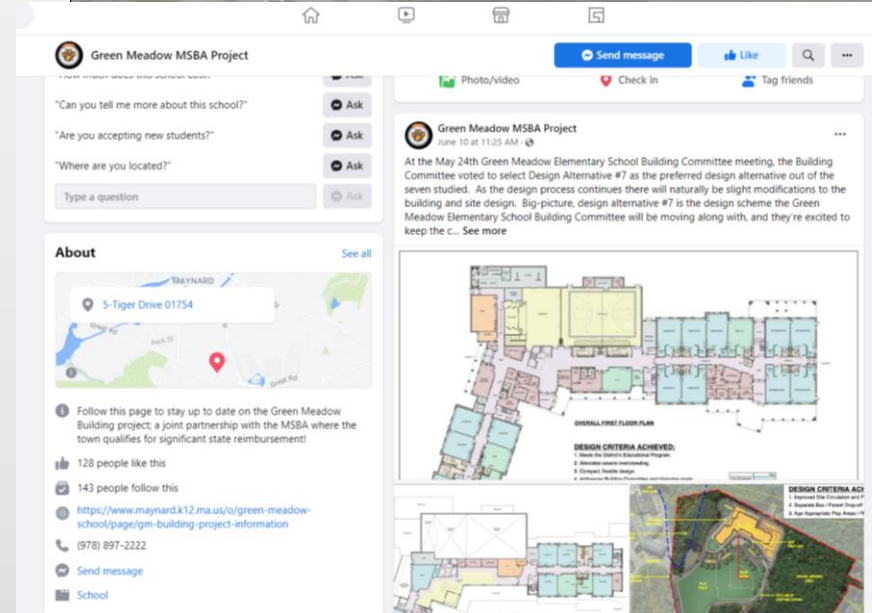
What are the key issues in the short term before they can be resolved?

How do we develop a plan of action to determine the timeline until such time that a proposed design is ready for construction?



Community Outreach Update

- June 23rd Comm. Outreach Subcommittee meeting
- July 17th Comm. Outreach Subcommittee meeting
- Flyers
- Instagram Project Page
- Database of Voters
- Coffee Talks at Senior Center, Oak Ridge Condo's, etc.
- Saturday Community Forum in August
- PAC startup
- Octoberfest event (10/7)
- Selectboard Presentation



Project Leaders





Project Timeline

- **July – October: Community Outreach**
- **August 7th: SBC Meeting**
- **August 15th: Selectboard Presentation**
- **August 17th: School Committee Presentation**
- **August 26th, Saturday 10am: Community Forum at Green Meadow ES**
- **August 29th or September 11th: Finance Committee Presentation**
- **October 10th, 7pm: Special Town Meeting at Fowler School**
- **November 7th, 8am – 8pm: Debt Exclusion Vote**



Project Leaders



GREEN MEADOW ELEMENTARY SCHOOL

BUILDING PROJECT



Visit us on Facebook @

<https://www.facebook.com/Green-Meadow-MSBA-Project-104657698834049>



Visit us on the Web @

<https://www.maynard.k12.ma.us/o/green-meadow-school/page/gm-building-project-information>



Thank You....



Project Leaders



Town Wide Mailer (5,118 residences)

- Confirm flat piece to go out with Chris' latest layout for postal needs
- Cost of Same
- When to send out?
 - Ink Etc needs 5-7 days to print/put into route bundles
 - 1 day to get to Acton for bulk rate approval/ then to Maynard post office
 - They have to be delivered within 3 days of receipt at Maynard post office
 - Invoice to be sent to Colleen Andrade to process

Outreach Trifolds

- Ink Etc is printing 1000 for us to use at various venues
- Invoice will be sent to Colleen Andrade to process

Updated Posters (thanks Chris and Colleen!)

- 3 new big posters have been printed to be used at various outreach venues/coffees

Schedule To Date:

- Sat, August 5th
 - Anthony/Mary were at the Maynard Library for Family Storytime
- Tuesday, August 8th, 7 PM Zoom
 - Jerry, Jennifer, Mary to meet with the Green Meadow PTO
- Thursday, August 10th, 2:45-4PM
 - Mary to be at Boys & Girls Club for camp pickup
- Saturday, August 12th, 10-12 noon
 - Anthony at Farmer's Market **(it would be great if someone could join him)**
- Tuesday, August 15th, 7 PM
 - Selectboard Presentation of Green Meadow Project (in person or via Zoom?); not sure where we are on the agenda ~ helpful for members to be on Zoom if available
 - Discussion to include information centered around the reasons why an addition to Fowler would not have worked
- Thursday, August 17th, 5-5:30 PM, Maynard Library Free Concert
 - Mary to hand out trifolds as people arrive if Library okays it
- Thursday, August 17th, School Committee 7 PM
 - Presentation to the School Committee
- Friday, August 18th, 11 AM ~ Maynard Senior Center
 - Brian, Jerry and Mary to present the Green Meadow Project to Seniors
 - Friends of Maynard Seniors let their database know of the presentation
 - Council on Aging is including it in their pull out section of the Action Unlimited
 - Mary also included it in the Action Unlimited article about the Community Forum
- Thursday, August 24th, 4 PM
 - Girls 1st Home Varsity Soccer Game at Alumni Field
- Saturday, August 26th 10 AM ~ 12 Noon
 - Community Forum at Green Meadow (presentation and tours)
 - Being advertised in Action Unlimited/Electronic Signboard/Facebook/Instagram/Green Maynard/Signboard at Green Meadow entrance
 - Send an email through the Schools/Superintendent's updates/newsletters?
 - Jennifer sending note to people in our database (being updated each time we are at an event)

- Use an intercom system so people in the audience can hear (people had a difficult time hearing speakers at the last GM forum); the intercom will also help offset the noise of the refrigeration equipment
- Mary will ask Glenn Koenig to send out a notice through his website updates
- Sunday, August 27th, 2 PM ~ 3 PM Coffee
 - Katrina/Tim O'Neil 46 Old Marlboro Rd ~ Jerry and Mary
- Thursday, August 31st, 4 PM
 - Boys 1st Home Varsity Soccer Game at Alumni Field
- Friday, September 8th, 7 PM
 - Boys 1st Home Varsity Football Game at Alumni Field
- Saturday, September 9th
 - 10 AM – 12 noon Anthony and Jennifer to be at Farmer's Market
 - 10 AM - 11 AM Mary (**hopefully with another person**)
 - Coffee ~ Delia Hagan's home 12 Winter Street
- Saturday, September 23rd, 10 AM
 - Boys 1st Jr Varsity Football Game at Alumni Field
- Saturday, September 30th 9:30 AM – 3:30 PM
 - Octoberfest ~ need volunteers 2 people/shift 9:30 AM – 12:30 PM and 12:30 ~ 3:30 PM
- **Tuesday, October 10th**
 - **Special Town Meeting 7 PM, Fowler School**

Additional Notes:

- Request sent to Market Basket Maynard to see if we can set up out front on Saturday, 9/16 or Saturday, 9/23 between 10AM-12 noon
- Josh Morse has started doing regular aspects of the benefits of a new elementary school and posting them to social media
 - Jennifer posted his original video to the Facebook/Instagram pages
- Greg Johnson updated the Maynard Town Website with a link to the full Green Meadow Project website ~ thanks!
- Mary will get trifold to the Maynard Community School for preschool parents (most families live in Maynard)
- Mary waiting to hear from 2-3 additional people who said they would do a coffee
- Very important that we are adding names/emails/addresses of people we meet at our outreach locations to our database that Jennifer set up so we can send them periodic notes (ie the Green Meadow Community Forum)
- An informal group of Seniors have formed to get people to sign a petition for Special Town Meeting to request \$120,000 to rent space for a Senior Center; they are putting together information about their petition to distribute and it will include the cost/residence of the new elementary school. They discussed getting people from Camilla Garden (senior apartments at the Market Basket plaza) to Town Meeting via their van

Questions

- Can we add a note on the top of the main website page to let people know about the votes on Tuesday, October 10th, 7 PM Fowler School at Town Meeting and again at the polls on Tuesday, November 7th from 8 AM – 8 PM? Also remind them to get registered to vote if they are not with a link to instructions on getting registered to vote
- Has the Finance Committee been informed that we'd like to present to them at their 8/28 or 9/11 meeting? Who should reach out to them?

Preparation for Special Town Meeting, Tuesday, October 10th, 7 PM, Fowler

- Who to do the presentation (start by talking about the challenges of the current school building and cost/trigger first and then going into the new school piece?)
- Greg Johnson sent our request about being one of the earlier articles to Dick Downey, Moderator; Dick responded that he would see what he can do (we mentioned young families and older residents)
- Set up for the potential of the Auditorium and Gym (for potential overflow of turnout) ~ Greg to follow up with Dick Downey? ~ he may have been moderator for the High School
- Intercom system has to work flawlessly so people can be heard ~ people in the audience could not hear speakers at the Spring Town Meeting ~ Brian to work with WAVM's director ~ also let him know about the potential for added intercoms/speakers for adjacent rooms
- Babysitting (National Honor Society students?)

Other Thoughts/Suggestions?