

MEETING MINUTES

DATE OF MEETING:	August 29, 2019, 2:009m.		
PROJECT:	Pentucket Regional School District (PRSD)		
PROJECT NO.:	17-0762		
SUBJECT:	Working Group (WG)		
ATTENDEES:			
	Justin Bartholomew (JB)	PRSD Superintendent	Y
	Jonathan Seymour (JS)	Pentucket HS Principal	Y
	Ken Kelley (KK)	Pentucket MS Principal	N
	Wayne P. Adams (WA)	Pentucket	Y
	Greg Labrecque (GL)	Business Manager	N
	Greg Hadden (GH)	PRSD Facilities Director	Y
	Jon Lemieux (JL)	Vertex	N
	Steve Theran (ST)	Vertex	Y
	Dena Trotta (DT)	PRSD, School Committee Vice-Chair	Y
	Lisa O'Connor (LO)	PRSD, School Committee Chair	N
	Brad Dore (BD)	Dore & Whittier Architects Inc. (D+W)	Y
	Jason Boone (JBo)	D+W	Y*
	Josh Hagan (JH)	D+W	Y
	Nick Beck (NB)	D+W	N
	Giovanna Chaisson (GC)	D+W	Y*
	Mark Marshall (MM)	D+W	N
	Margaret Daly	D+W	N
	Abdias Jimnian	D+W	N
	María Fernández-Donovan (MFD)*	D+W	Y
This format = members of the group not attending the meeting. Y* = attended part of the meeting, Y' = attended remotely			

Agenda:

- Site:
 - Report on Fire & Police Meeting of August 16
 - Review gates
 - Temporary Parking

ARCHITECTS
PROJECT MANAGERS

260 Merrimac Street Bldg 7
Newburyport, MA 01950
978.499.2999 ph
978.499.2944 fax

212 Battery Street
Burlington, VT 05401
802.863.1428 ph
802.863.6955

www.doreandwhittier.com

- School Building
 - Operable windows
 - Library
- Stadium update design and user group
- Signage
- Scoreboards
- Maintenance Shed
- Sustainability
 - Plumbing Fixtures
 - Update at WG or BC
- Salvage Lists

TEM NO.	NOTES	ACTION BY
1.	<p>Permitting/Site update: <u>Police and Fire</u> –A meeting with the Police and Fire of West Newbury, Groveland and Merrimack to discuss all safety issues of the proposed building took place on Friday, August 16 at 2:30pm. In general, they were very positive and amenable to the project design. They did say that the security gates on the project would be best deleted as it is harder to do a security checks if the gates are closed. After discussion, the Working Group agreed:</p> <ul style="list-style-type: none"> • 2 gates next to the school to control vehicular traffic in the bus lane will be removed and signs will be placed instead. The school will use orange cones to limit passage as needed. • 2 gates at the Stadium driveway will remain in the project. The group stated that the gates are closed only to control traffic during events and they are best kept in the project. • D&W to review if the parking spots at the Stadium driveway can be relocated to discourage parking within the gated/restricted area. 	D&W
2.	<p>Project Temporary Parking The group spoke about project temporary parking and how it will be implemented during construction. WTR presented a marked-up site plan (attached) showing potential areas for temporary parking.</p> <ul style="list-style-type: none"> • The parking requirements are: <ul style="list-style-type: none"> 272 High School current spots 125 Middle School current spots 417 Total needed temporary parking spots. • Best to provide a separate construction entry from the student areas. WTR stated that placing a gate for that layout will reduce the number of parking spots and will need to be replaced as well. • WTR stated that the goal is to not move parking areas during the construction process in order to avoid the earth moving and paving costs. 	WTR

TEM NO.	NOTES	ACTION BY
	<ul style="list-style-type: none"> WTR proposed taking the front fields minus the existing football fields, for temporary parking and construction laydown area while going through the existing parking area north of the existing High School to get to the construction site, through the student parking areas with different schedules. Filling in the pond to put temporary parking does not work with the construction sequence as the displaced water from the pond would need to be addressed before filling the pond. GH asked if the north area would be acceptable for lay down area so that parking area only was located at the front fields. WTR stated that it may be a viable option. It may be narrow, but it may work and will review. The advantage is that the students and construction traffic would not cross. The school would need to revise their entry into the Gym and dock area potentially through the front loop. The Working Group understands that no matter the option, there will only be one field left available for athletic school use during the entire construction period. <p>After receiving feedback from the Working Group, WTR will think about additional options and present them at a following meeting.</p>	
3.	<p>Design Update – School Building</p> <p><u>Windows:</u> D&W presented the High School wing elevation as an example of the window elevation changes.</p> <ul style="list-style-type: none"> Windowsills were raised 12” with cast stone making up the wall difference; color to be determined. Curtainwall area sills will remain low. The number of operable windows was reduced at the 2nd and 3rd levels and added at the 1st level. All rooms will have at least one operable window. The administration wing windows will be operable. <p>The group approved D&W to proceed with this concept to revise the rest of the building elevations.</p> <p><u>Library:</u> D&W presented 2 development options of the library trusses located next to the exterior curtain wall. The concept is that the library will bridge the Middle School to the High School and the rest of the building. Images of the Rocks Village Bridge were shown next to each option, demonstrating the inspiration for each option. After providing positive feedback, the group selected option A.</p>	<p>D&W</p> <p>D&W</p>
4.	<p>Design Update: Stadium</p> <p>D&W reported that the coaches user meeting went well. The group recommended that lockers</p>	D&W

TEM NO.	NOTES	ACTION BY
	<ul style="list-style-type: none"> at all school building locker rooms be 2-tiered metal, ventilated lockers. at the Stadium locker rooms <ul style="list-style-type: none"> Women's locker room to have 2-tiered metal, lockable and ventilated lockers and a separate lockable locker for team athletic equipment. i.e. Lax sticks, etc. Men's locker room to have full height metal, lockable and ventilated lockers. Helmets and shoulder pads will be installed at the locker. <p>The Working Group accepted the recommendation.</p>	
5.	<p>Signage Signage is within the project scope. The Working Group agreed:</p> <ul style="list-style-type: none"> If solar signage is installed, D&W recommends an electric connection at each of the two entry points to the site be installed. There will be no signage for building name on the building. There may be a name on the stadium or Courtyard. A "P" will be painted at the center of the turf field. <p>D&W needs to know:</p> <ul style="list-style-type: none"> What will be the name of the school? TBD 	<p>D&W</p> <p>PRSD</p>
6.	<p>Scoreboards D&W will include electric connections for scoreboards at both field areas.</p>	D&W
7.	<p>Maintenance Shed Currently the maintenance shed is in the project scope of work. D&W asked if the shed should remain as part of the project for the DD submission and cost estimate. JB stated that the land swap is 85% certain. It was concluded that</p> <ul style="list-style-type: none"> PRSD will take care of the construction of the shed. D&W will delete the shed from the Stadium area. If the PRSD builds the shed at the new acquisition land, the project scope shall include only to run electricity, water and sewer lines to the location indicated by PRSD. No gas required. If the PRSD builds the shed west of the track, no shed scope will be included in the project. GH stated that this location already has all that is needed to build the shed. <p>D&W will assume the shed will be built by PRSD at the new acquisition area behind the proposed building and will plan to run the electric, water and sewer lines in the DD package, unless otherwise notified.</p>	D&W
8.	<p>Sustainability</p> <ul style="list-style-type: none"> <u>Plumbing Fixtures</u>- D&W reported that the project has deviated from the previous decision to use 1.1gpf toilets for the project. The mechanical engineer recommends 1.28gpf toilets as a low 	D&W

TEM NO.	NOTES	ACTION BY
	<p>flow fixture instead, due to better maintenance. This affects the LEED scorecard by losing 1 point. The group accepted the recommendation.</p> <ul style="list-style-type: none"> • <u>Sustainability Update</u>: D&W suggested a sustainability update be presented at a School Building Committee. TGE will be scheduled to present at the September 10 SBC meeting. 	D&W/TGE
9.	<p>Salvage List: D&W reported that the salvage list work at the school is complete and will be included in the DD package.</p>	D&W
10	<p>Design – Front Elevation Option D&W stated that there is a sun control option being investigated in lieu of the Bris Soleil at the front elevation. Okawood is a glass panel with wood slats between the glass panes. D&W is checking to see if intruder resisting glass, like School Guard Glass, can be used to make the Okawood panels. If so, it will consider this glass for the font curtainwall.</p>	D&W
11	<p>Meetings/presentations ahead The following meetings are scheduled:</p> <ul style="list-style-type: none"> • September 10, 2019, 6:30pm– Building Committee Meeting • September 12, 2019, 10:00am– Working Group • September 26, 2019, 10:00am - Working Group 	All

Attachments: Mark-up site plan re: Temporary Parking

The above is our summation of our meeting. If you have any additions and/or corrections, please contact this office for incorporation into these minutes. After 10 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Sincerely,

DORE & WHITTIER ARCHITECTS, INC.

Architects ▪ Project Managers

Maria Fernandez-Donovan AIA, LEED AP BD+C, MCPPO
Project Manager

cc: All attending, BC.

Total High school spots currently available = 292

Total Middle School/DO Spots currently available = 125

Total Parking spots currently available on property= 417

Phase 1:
HS Spaces lost: 140 to 180
MS Spaces lost: 0
TOTAL: 140 to 180

Phase 2:
HS Spaces lost: 292
MS/DO Spaces lost: 60 to 99
TOTAL: 352 to 391

