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| <b>WAKEFIELD PERMANENT BUILDING COMMITTEE<br/>WAKEFIELD HIGH SCHOOL BUILDING COMMITTEE</b> | <b>WAKEFIELD MEMORIAL HIGH SCHOOL<br/>MEETING NOTES #14</b> |
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|              |                            |
|--------------|----------------------------|
| Date:        | Tuesday February 10, 2022  |
| Location:    | Virtual "Zoom" Meeting     |
| Time:        | 7:00pm                     |
| Prepared BY: | Shane Nolan – LeftField PM |

| Name                 |   | Present |
|----------------------|---|---------|
| Joseph Conway        | Director of Public Works (Non-Voting)                       | x       |
| Julie Smith Galvin   | Town Council (Non-Voting)                                   | x       |
| Stephen P. Maio      | Town Administrator (Non-Voting)                             | x       |
| Thomas Markham       | School Committee Member (Non-Voting)                        | x       |
| Kevin Piscadlo       | School Committee Member (Non-Voting)                        | x       |
| Doug Lyons           | Superintendent of Schools (Non-Voting)                      | x       |
| Tim O'Brien          | Facilities Director (Non-Voting)                            | x       |
| Joseph B. Bertrand   | Permanent Building Committee, Chair (Voting)                | ✓       |
| Timothy Demers       | Permanent Building Committee (Voting)                       | ✓       |
| Charles L. Tarbell   | Permanent Building Committee, Secretary (Voting)            | x       |
| Jason Cohen          | Permanent Building Committee (Voting)                       | ✓       |
| Janine R. Fabiano    | Permanent Building Committee (Voting)                       | ✓       |
| John McDonald        | Permanent Building Committee (Voting)                       | ✓       |
| Tom Galvin           | Permanent Building Committee (Voting)                       | ✓       |
| Marc Moccio          | Permanent Building Committee (Voting)                       | ✓       |
| Philip Renzi         | Permanent Building Committee (Voting)                       | ✓       |
| Nasos Phillips       | Permanent Building Committee (Non-Voting)                   | x       |
| Wayne Hardacker      | Permanent Building Committee (Non-Voting)                   | ✓       |
| Amy McLeod           | Wakefield Memorial High School Principal (Non-Voting)       | x       |
| Joseph Mullaney      | Wakefield Memorial High School Asst. Principal (Non-Voting) | x       |
| James Sullivan       | Finance Committee (Non-Voting)                              | x       |
| Ian McKinnon         | Community Member (Non-Voting)                               | x       |
| Jeffrey Cohen        | Community Member (Non-Voting)                               | x       |
| Elizabeth Martin     | Community Member (Non-Voting)                               | ✓       |
| Ray Thompson         | Community Member (Non-Voting)                               | x       |
| Eric Lambiaso        | Community Member (Non-Voting)                               | ✓       |
| Thomas Stapleton     | Community Member (Non-Voting)                               | ✓       |
| Robert Arcari        | Community Member (Non-Voting)                               | x       |
| Dylan Forester       | Community Member (Non-Voting)                               | x       |
| Christopher Sallade  | Community Member (Non-Voting)                               | ✓       |
| Sandra Clarey        | Community Member (Non-Voting)                               | x       |
| Eric Hubert          | Community Member (Non-Voting)                               | x       |
| Christine Bufagna    | Community Member (Non-Voting)                               | x       |
| Jonathan Chines      | Community Member (Non-Voting)                               | ✓       |
| Kim Hartman          | Community Member (Non-Voting)                               | ✓       |
| Greg Liakos          | Community Member (Non-Voting)                               | x       |
| William Karvouniaris | Community Member (Non-Voting)                               | x       |

| Name           |                              | Present |
|----------------|------------------------------|---------|
| Lynn Stapleton | Leftfield Project Management | ✓       |
| Shane Nolan    | Leftfield Project Management | ✓       |
| Helen Fantini  | SMMA                         | ✓       |
| Martine Dion   | SMMA                         | ✓       |
|                |                              |         |

1. Meeting called to order at approximately 7:10PM

2. Public Participation

There was no public participation

3. Administrative Actions

A. Meeting Minutes

The meeting minutes of the 01/27/22 Permanent Building Committee/School Building Committee: Wakefield Memorial High School were presented for review.

*Jason Cohen made a motion to approve the Wakefield Memorial High School Meeting Minutes as presented. Seconded by Janine Fabiano. Motion was approved unanimously.*

The meeting minutes of the 02/01/22 Permanent Building Committee/School Building Committee: Wakefield Memorial High School were presented for review.

*Jason Cohen made a motion to approve the Wakefield Memorial High School Meeting Minutes as presented. Seconded by Janine Fabiano. Motion was approved unanimously.*

B. Invoices

One (1) invoice in the total amount of \$22,000.00 was presented for review and approval.

1) Leftfield LLC Invoice #9 dated 01/31/22 in the amount of \$22,000.00

*Jason Cohen made a motion to approve the Leftfield as presented. Seconded by Janine Fabiano. On a roll call vote the motion was approved unanimously.*

4. Preferred Schematic Report

Shane Nolan gave an overview of the Preferred Schematic Report (PSR). This is the second submission required by MSBA during the Feasibility Study phase. SN noted the contents of the PSR is based on the MSBA requirements. SN presented a list of the sections and the information include within each section. The PSR will include the development of the designs approved for further review as part of the PDP submission. At the end of the PSR the SBC will be required to select a preferred solution. This will be the single design solution that will be recommended to the MSBA for Schematic Design. This recommendation will be reviewed with the MSBA's Facilities Assessment Subcommittee (FAS) and then brought to the MSBA Board of Directors for approval prior to beginning the Schematic Design phase. The expectation is that we will submit the PSR in early May 2022 and attend the MSBA Board meeting in June 2022.

Phil Renzi asked whether MSBA would ask about gauging public support for the project. SN noted that the public forums have been well attended and the PSR document will include a list of all meetings and the materials presented at those. However, it's hard to gauge the level of support in terms of the public vote for the project at this point. The vote is not expected to happen until early 2023.

5. Project Schedule

Shane Nolan presented the milestone schedule dates for the Feasibility Study, noting the PDP has been submitted to MSBA and is being reviewed. Once comments are received, they will be communicated to the Building Committee. SN noted that PSR submission date of May 4<sup>th</sup> is a hard deadline in order to attend the June 2022 MSBA Board meeting.

6. MSBA Reimbursement Policy

Shane nolan gave an overview of the MSBA reimbursement policy and eligible costs. SN noted that Wakefield's base reimbursement rate is currently 49.94%. There will be an opportunity to increase that through MSBA incentive points program. The project will target additional points for Green School program ( 2% points) and Best Practice for Routine and Capital Maintenance (up to 2% points). If an

addition/renovation design scheme is selected there may be addition points available – up to 5% depending on the level of renovation. Sn noted the final reimbursement rate and grant value will be established at the end of Schematic Design.

Wayne Hardacker asked about the Routine and Capital Maintenance incentive points. SN advised MSBA calculates that based on information submitted by the School District. SN noted that is the 2% points are not awarded feedback would be solicited from MSBA on why.

Shane Nolan reviewed the MSBA eligible costs including caps on certain classification of cost. This included caps on OPM and Design fees, caps on construction costs and sitework costs, caps on furniture and equipment and other soft costs. There is also a cap on the reimbursable contingency expenditure based on whether the project is new construction or addition/renovation.

Jonathan Chines asked about the reimbursement cap on the construction costs. SN confirmed that the construction cap is currently \$360/sf. Current construction cost exceed that value, Wakefield conceptual estimates were in the \$630/sf range. Cost above \$360/sf must be funded entirely by the Town.

Liz Martin and Joe Bertrand asked how the construction cap is dealt with in terms of inflation. SN advised the cap is reviewed annually by MSBA, but it does not necessarily adjust the cap annually. The last increase was in June 2021. Liz Martin asked when the cap is locked in. SN confirmed it would be at the time the Schematic Design is approved.

Shane Nolan reviewed the list of MSBA that are ineligible for reimbursement. Significant ineligible items that may have an impact on the Wakefield project include field house and temporary modular/swing space depending on which option is selected.

#### 7. Upcoming Meeting

Shane Nolan presented a list of upcoming meetings including PBC/SBC meeting and anticipated MSBA meetings through the end of PSR phase.

#### 8. Sustainable Design Review

Martine Dion gave an overview of the sustainability goals and requirements for the project. MD noted that MSBA required that the project meet LEED or MaCHP's program. MD references the MA Carbon 2050 policy and the desire to provide information on how these are addressed and incorporated in the project. MD gave an overview of the differences between LEED and MaCHP's. MD noted the majority of schools in MA pursue and achieve the LEED certification. MaCHP's required more criteria to be met and additional paperwork and filings t be made. It was suggested that the Towns Environmental Sustainability Committee should be consulted on which certification to pursue.

Liz Martin asked about the cost analysis of pursuing different classification of LEED – certified, silver, gold or platinum. MD advised that the project should be able to meet silver rating through design without much cost impact. If gold or platinum is to be achieved a cost analysis would be done to calculate the upcharge.

Martine Dion advised that the new MA stretch Code would be implemented during the design phase of the project and so will need to be met. This will include a requirement for net zero readiness. Phil Renzi asked for a clarification on what “readiness” means. MD replied it means there must be a certain area of the roof dedicated to allow for future installation of PV panels and that the building must be designed and constructed with the infrastructure to allow for PV. MD clarified the code only required the roof to be PV read but she recommended that provisions parking canopies also be considered.

Martine Dion presented the metrics by which energy use is measured – Energy Use Intensity (EUI). The goal is to achieve an EUI in the range of 25-30. By comparison the existing schools EUI is estimated to be 112EUI.

MD gave an overview of some of the strategies that can be implemented to achieve this including insulation, electric heating and cooling, efficient lights and controls, plug load control and commissioning.

Liz Martin asked about Passive House strategy. MD noted that the project is not pursuing Passive House certification at this time.

9. Next Permanent Building Committee/School Building Committee meeting: February 24, 2022

Attachments:

- LeftField Presentation 02/10/22
- SMMA Presentation 02/10/22

DRAFT