

**Gardner Waterford Elementary School  
School Building Committee  
Meeting Minutes  
March 19, 2019  
Gardner Middle School 4:00 p.m.**

**Members Present**

Mayor Mark Hawke, City of Gardner; Mark Pellegrino, Superintendent of Schools; Robert Swartz, School Committee Member; Jennifer Pelavin, School Committee Vice Chair; Dr. Catherine Goguen, Chief Academic Officer; Joyce West, Director of Pupil Personnel Service; Wayne Anderson, Director of Facilities; Christina Thomas, Teacher (Waterford Street School); Bob Hankinson, Gardner Citizen & Former Engineer; Ronald Cormier, City Council; Heidi Jandris, A. Jandris & Sons; Kristian Whitsett, Architect, Helen Fantini, Architects, Jones-Whitsett Architects; Alan Minkus, Director, Colliers International; Tim Alix, Project Manager, Colliers International; Chief Richard Braks, Gardner Police Department

**Also Present**

Stephen Stimson, Landscape Architect, Sara Stimson, Designer, Stimson & Associates; Eric Bernardin, Civil Engineer, Fuss & O'Neill

**Call to order**

Mayor Hawke called the meeting to order at 4:07 p.m.

**Approve Minutes of February 13, 2019**

Mr. Hankinson moved to approve the minutes from the Building Committee Meeting on February 13, 2018.

Seconded by Mr. Swartz

Vote - so voted.

**Approve Bills & Orders**

The following invoices were presented to the committee:

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #144 in the amount of \$14,957.50

Mrs. Pelavin moved to approve Invoice #144 from Colliers International.

Seconded by Dr. Goguen

Vote - so voted.

- Strategic Building Solutions, LLC, dba Colliers International, Invoice #293 in the amount of \$13,642.00

Ms. Jandris moved to approve Invoice #293 from Colliers International.

Seconded by Mr. Cormier  
voted.

Vote - so

- Jones-Whitsett Architects, Invoice #2019021 in the amount of \$32,590.00

Mrs. Thomas moved to approve Invoice #2019021 from Jones-Whitsett Architects.

Seconded by Mr. Swartz

Vote - so voted.

### **Report from OPM**

Mr. Alix explained that the project is currently on schedule and gave an update of the ongoing meetings and discussions. Mr. Hemman presented the letter from the MSBA to confirm the vote of approval for the project to move forward into Schematic Design.

### **Report from Architects**

There will be staff update presentations on April 2, 2019 at both Elm Street & Waterford Street Schools. The architects provided upcoming deadlines for presentations to the cost estimators (June 10) and to the MSBA (July 10.)

Mr. Whitsett gave an update on the schematic design phase and configuring different areas of the school at this stage of the project. There are two elevators in plans for the building and the floor plan is starting to take shape. Mrs. Thomas asked for the measurement of the classrooms and Mr. Whitsett explained that the architects have been able to maintain the classroom size goals. Mayor Hawke expressed concerns about jogs being used on the preschool and kindergarten side. Ms. Fantini explained that the architects will work with cost estimators to make changes based on the cost difference with regard to these concerns.

Ms. Fantini gave details about the defined storage that will be provided. Mr. Whitsett explained that they are still working through measurements and details about storage and outdoor light.

Mr. Whitsett presented gender-neutral bathroom options and there was discussion about pod-style bathrooms in the preschool and kindergarten wing in addition to the bathrooms in the classroom. Mr. Minkus talked about a project that his company had recently completed (within the last year) and agreed to send the data to the committee about the feasibility of the use of the gender-neutral hallway bathroom option.

Mr. Whitsett introduced Eric Bernardin, Civil Engineer. Mr. Bernardin explained the traffic studies, grade information and information that has been gathered regarding the roadways and site plans. He also explained a potential plan to have

two access roads as a way to increase universal access as well as create redundancy in utilities.

Mr. Whitsett also introduced the landscape architects, Stephen and Sara Stimson of Stimson & Associates. The architects distributed articles sharing how landscape and nature enhances student learning and cognitive wellbeing. They stated that the property contains various beautiful and historic landscape with some disturbance from logging. The plan is to use the current landscape to level areas and keep the existing environment intact. Five to seven acres will be cleared, however, this is a small portion of the available property. The architects illustrated wind and sun patterns on the property and discussed how they would use the landscape to enhance play areas and learning spaces. The architects also showed an illustration of what it may look like with buses, cars, and pedestrian traffic patterns and flow. Play areas were discussed regarding varied spaces with both pavement for winter months and grassy/wooded spaces for spring and fall months. Sun and shade patterns were shared during different seasons and times of the day to determine the best areas for play. Some options for planting of trees and shrubbery were also presented. Rain catching areas in parking areas were discussed that will prevent water build up at the low points of the property. Finally, the architects showed examples of nature-based play materials and equipment that could be used for play areas.

### **Old Business**

Dr. Hemman discussed the procedure for making information from the meetings public with regard to the website. Mayor Hawke suggested making a button on the main page of the school district website and the committee agreed.

### **New Business**

Dr. Hemman discussed creating a working group or subcommittee at the suggestion of Mrs. Pelavin to coordinate on community outreach. Mayor Hawke approved the creation of a subcommittee including himself, Mrs. Pelavin, Mr. Swartz, Mr. Pellegrino, Dr. Goguen, Chief Braks, the OPM, and the architects. These would be official subcommittee meetings subject to the Open Meeting Law

Mayor Hawke proposed the idea of having a naming contest for the school. The committee discussed different possibilities and policy FF Naming New Facility.

### **Other Business**

No Other Business

### **Next Meeting Dates**

- April 24, 2019
- May 15, 2019

- June 26, 2019

Meetings will begin at 4:00 p.m.

### **Executive Session**

No Executive Session

### **Adjournment**

A motion was made by Mr. Anderson and seconded by Mr. Cormier to adjourn the meeting. The meeting adjourned at 5:31 p.m.