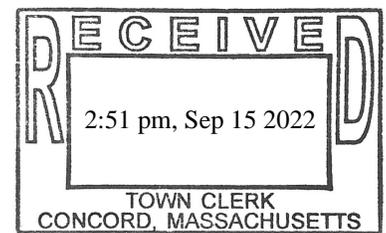


**Concord Middle School Building Committee  
Meeting Minutes  
August 25<sup>th</sup>, 2022**



Name	Present	Name	Present	Name	Present
<b>CONCORD MIDDLE SCHOOL BUILDING COMMITTEE:</b>					
Alexa Anderson*	P	Peter Fischelis*	P	Pat Nelson*	P
Robert Conry	P	Russ Hughes	P	Chris Popov*	P
Court Booth*	P	Dawn Guarriello*	P	Charlie Parker*	P
Heather Bout*	P	Jon Harris	P	Matt Root*	P
Frank Cannon*	P	Laurie Hunter*	P	Steven Stasheski*	P
Justin Cameron	P	Matt Johnson*	P		
Gail Dowd	P	Kerry Lafleur	NP		
<b>Hill International</b>					
Peter Martini	P	Ian Parks	P	Susan McCann	P
John Cutler	P				
<b>SMMA / Ewing Cole</b>					
Lorraine Finnegan	P	Nicole Bronola	NP	Keith Fallon	NP
Will Smarzewski	NP	Phil Poinelli	NP	Saul Jabbawy	NP
Chase Gibson	NP	Michael Dowhan	NP	Jen Soucy	NP

*P=Present, NP= Not Present \*=Voting Member*

**CALL TO ORDER**

Co-Chair P. Nelson called the meeting to order at 7:30 A.M. This meeting was conducted via Zoom Virtual Conference call. Here is a link to the recording: [Concord Middle School Building Committee Meeting - Zoom](#). This recording will be made available at the Concord Public School's project page and Town of Concord's website.

**APPROVAL OF MINUTES**

Co-Chair P. Nelson invited the CMSBC to vote on the approval of the August 4<sup>th</sup> CMSBC meeting minutes. C. Booth motioned to approve the August 4<sup>th</sup> meeting minutes unedited. M. Johnson seconded the motion. The motion to approve the August 4<sup>th</sup> meeting minutes unedited carried unanimously.

**CORRESPONDENCE & COMMUNICATION**

H. Bout reported that the CMSBC had received 1 email since their last meeting thanking the CMSBC for voting to begin the Town Meeting process.

**OPM REPORT**

**Cash Flow**

I. Parks notified the CMSBC that the project expenditures to date are \$3,633,239 with last month's invoices to Hill and SMMA amounting to \$384,122. He noted that the variance in the estimated expenditure to date versus the actual expenditures to date was common to projects as Hill bases their estimated cash flow based on certain assumptions early in the project.

**VALUE MANAGEMENT**

P. Nelson framed the status of the budget challenges facing the CMSBC and the project at large. She stated that the CMSBC had reviewed all the items recommended by SMMA on the VM Log and were now charged

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

with reviewing all the remaining items on the VM Log. She further stated that the project was over budget as well as the available paths:

1. To value manage the project back to the last approved budget voted on by the Town.
2. To keep the project at the design level and go back to the Town for the additional funds necessary to complete the project design they voted on at the Town Meeting.
3. To do a hybrid approach and go back to the Town for additional funds between these two options.

P. Nelson noted that the process of getting to a Special Town Meeting had begun. She requested the CMSBC, and the project professionals evaluate the implications of each path as they proceeded with reviewing the VM Log.

I. Parks presented the VM Log and began walking the CMSBC through the items line by line.

H. Bout asked for clarification regarding the context of the exercise. She asked if the CMSBC was approving potential decreases to present to the public at the Town Meeting as an option. P. Nelson clarified that the exercise the CMSBC was conducting was to address items they were comfortable with presenting to the public as options to get the project on or closer to on budget.

A. Anderson clarified that if the CMSBC accepts VM Log items that were being removed from the project, alternatively they could accept potential items to present options to the public. P. Nelson requested that Hill track items that the CMSBC would be comfortable with potentially cutting along with items they reject and accept.

CMSBC options with regards to VM Log items:

- 1) Accept; it is removed from the design.
- 2) Reject; will not be taken out of the design.
- 3) Potential; will not be taken out of design but will be shown as an option to the public to lower the project budget further.
- 4) Table the item for later discussion.

S. Stasheski agreed with the plan outlined by CMSBC members and noted they should consider the warrant as they continue with multiple options to be presented at the Special Town Meeting. He proposed, per the plan established at the previous meeting:

- Option 1: Original design with the VM that has already been approved by the CMSBC per the recommendation of Hill and SMMA.
- Option 2: Add up all the potential VM items the CMSBC would be comfortable with accepting.
- Option 3: Make VM decisions to get the project back to the original budget.

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

P. Fischelis recommended that any decisions made at the meeting should go on the possible list unless there was complete consensus that it could be removed from the project entirely.

C. Booth noted that a few objections to a VM item does not indicate consensus without a formal vote.

P. Nelson responded that items were not being rejected but rather tabled to be reviewed after all the “low hanging fruit” items had been reviewed and identified.

**Electrical VM Items**

The CMSBC agreed to potentially accept one (1), table one (1), and reject one (1) electrical items on the VM Log:

Potential: Remove bollard lighting from outdoor classrooms. (\$21,838)

Tabled: Reduce Advanced Lighting Controls from 100% addressable lights to 60% addressable lights. (\$41,573)

Rejected: Remove electrical from outdoor classrooms. (\$9,760)

**Plumbing VM items**

The CMSBC agreed to reject one (1) plumbing item on the VM Log:

Rejected: Remove sink in all nine (9) Team Commons. (\$45,050)

L. Hunter cited that the sinks in the team commons impact the educational programming as many of the classrooms don't have sinks. L. Finnegan noted that the current MSBA standard is two (2) sinks per classroom and the sinks in the team commons are serving as a substitute.

**Interior VM items**

The CMSBC agreed to rejected three (3), and table one (1) interior VM items on the VM Log:

Tabled: Replace 4,500 SF wood-look metal ceiling panel. (\$189,422)

**Exterior VM items**

The CMSBC agreed to reject all four (4) exterior VM items on the VM Log with multiple CMSBC members citing concern regarding glare. Issues with glare at the high school resulting from making similar cuts on that project.

**Architecture VM items**

The CMSBC agreed to potentially accept two (2), and table two (2) architectural items on the VM Log:

Potential:

1. Reduce entrance canopy by 15 LF of the canopy length. (\$45,000)

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

2. Replace curtain wall on north wall of art rooms with punched windows. Change 898 SF of CW to 414 SF of punched windows and 484 SF of opaque wall assembly with phenolic cladding. (\$37,974)

Table:

1. Change curtainwall and window glazing from triple to double. (\$438,149)
2. Simplify main entry canopy design by 50% through material changes. (\$59,203)

L. Finnegan walked the CMSBC through the material changes and noted that the entryway canopy appearance would change dramatically.

D. Guarriello added that the materials being substituted are significantly inferior to the materials currently in the design, which could carry maintenance issues down the road. I. Parks supported this claim.

The CMSBC requested SMMA break out the different materials and their associated potential savings to evaluate the changes on a material-by-material basis rather than accepting or rejecting a complete overhaul of multiple materials on the canopy.

M. Root expressed concern regarding changing the curtainwall and window glazing from triple to double citing sustainability impact if it were accepted. C. Parked voiced similar concern. D. Guarriello asked SMMA if they would run an energy model detailing the difference between double and triple glazing.

L. Finnegan noted she believed it had been conducted and the change would have a significant impact on the EUI. The CMSBC tabled the item for later discussion.

**Site VM items**

The CMSBC agreed to potentially accept one (1), table two (2), and reject three (3) site items on the VM Log:

Rejected:

1. Board forms: Lumber boards of face design, texture, arrangement. (\$40,096)
2. Remove boys baseball field, girls softball field, and overlay soccer field, including all fences, equipment, and revise athletic field cross sections to match typical lawn section. Leave retaining wall and limit of clearing in place. (\$1,502,271)

Potential:

1. Form-facing panels for smooth finish: Exterior-grade plywood panels, non-absorptive, that will provide continuous, true, and smooth architectural finished concrete surfaces. (\$40,427)

Tabled:

1. At south side of building at dining commons terrace: Remove 100 linear feet of retaining wall and guardrail, remove lawn terraces, remove CIP Stairs, and concrete walkway. Add 800 SF of concrete pavement to patio and regrade. (\$352,467)

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

2. Remove 6' wide wood bridge with wood guardrails (43 LF). (\$80,603)

L. Finnegan walked the CMSBC through the changes that would be made to dining common terrace, noting the primary impact would be the inability to walk up to the cafeteria terrace from the outdoor lower level.

Members of the CMSBC requested a further understanding from the School Administrators what practical usage of the connectivity from the cafeteria terrace to the lower level and how its removal from the project could impact the school. This item was tabled until the school administration could reflect and respond to this potential impact.

The CMSBC decided to accept the form facing panels as recommended by SMMA, rather than accepting board forms; only one could be selected as they were two different options as replacements to the same existing material. The CMSBC agreed to potentially accept one of the two savings, and tentatively selected to accept the form facing panels as recommended by SMMA, but would like to see further renderings of the two options.

The omission of the athletic fields from the project was rejected by consensus.

**Architecture VM items continued**

The CMSBC agreed to potentially accept one (1), table one (1), and reject two (2) additional architectural items on the VM Log.

Rejected:

1. Air vapor barrier alt 1: fluid-applied, vapor-retarding membrane air barrier (\$40,852)
2. Air vapor barrier alt 2: modified bituminous sheet.

Potential: Sound absorptive treatment in C-Wing corridors – Tectum panels, spray insulation to 75% of area. (\$69,365)

Tabled: Exterior wall assemblies: Install metal composite material wall panels in lieu of phenolic. (\$34,703)

**VM items over \$250,000**

The CMSBC discussed replacing the operable panel walls between classrooms with GWB wall which carried a potential savings of \$287,424.

L. Hunter expressed concern that this would drastically impact the educational program by inhibiting the potential to combine classroom spaces. The CMSBC decided to reject the item.

The CMSBC discussed the ceramic wall tile in toilet rooms to 8' on wet walls only and use epoxy paint on all other walls which would carry a potential savings of \$274,543.

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

L. Hunter noted concern over the general maintenance of the building but noted it did not necessarily impact the educational programming. She noted similar decisions at other schools in Town resulted in having to replace walls. The CMSBC decided to table making a decision on this VM item.

The CMBC discussed eliminating porcelain wall tile at the corridors but maintain a 6” porcelain tile base which would carry a potential savings of \$243,641. The CMSBC agreed to reject this item based on concern over maintenance.

**Proposed Addition to VM Log**

The CMSBC engaged in discussion surrounding adding an item proposed by a number of committee members to the VM Log. The proposed VM item would be to fill in the area under the connector bridge and what the design and potential saving would look like as to be evaluated by the CMSBC for potential savings.

**Motion**

A. Anderson motioned to ask the CMSBC to have the project professionals pursue the concept of changing the design of the building by filling in the area under the connector bridge. D. Guarriello seconded the motion.

At the request of CMSBC members I. Parks weighed in that it would be a design alternative to add to the VM list, and L. Finnegan noted that it would be some effort, but SMMA could feasibly put together a high concept design to get a figure. L. Finnegan further noted that they would advance a more detailed design if it were voted on by the CMSBC as that would take significant redesign to present in detail.

H. Bout and A. Anderson clarified that the motion was to put the item on the VM log, not to necessarily accept it as a change to the project.

The vote failed to pass by a vote of 8 “No” to 2 “Yes”. SMMA was directed not pursue a conceptual design of filling in the area under the connector bridge with the purpose of entering it to the VM log.

Please note that M. Johnson, P. Fischelis, J. Cameron, and C. Booth were not in attendance for the vote. M. Root voted “No” by write-in before he had to leave the meeting prior to vote. His vote was accepted as legitimate by Co-Chair P. Nelson.

**Recap of VM Decisions**

The CMSBC made the decision to potentially accept \$214,604 of potential savings to be brought to the public at the Town Meeting as alternative options to lower the project budget further.

**Concord Middle School Building Committee**  
**Meeting Minutes**  
**August 25<sup>th</sup>, 2022**

**NEW BUSINESS:**

CMSBC members had no new business to discuss.

**PUBLIC COMMENT**

Christine Reynolds, a Town resident, and observer from the Finance Committee, expressed concern regarding the lack of clarity with respect to the financial goal of the Value Management process and the timeline to achieve that goal. She further expressed support of creating a ranked list of VM items. She further expressed concern that the Architect was leading discussion relating to Value Management rather than the OPM, citing an implicit conflict with the Architect leading decisions to change their design. Lastly, she encouraged the CMSBC to be prepared to explain how they conceptually came up with the figure of \$115 million that was posted on the warrant article as directed by the CMSBC at the previous meeting.

**NEXT STEPS**

The next CMSBC meeting would be held on September 8<sup>th</sup>, 2022.

**ADJOURNMENT**

Co-Chair P. Nelson adjourned the meeting at 10:16am.