



## Town of Reading Meeting Posting with Agenda

2018-07-16 LAG

### Board - Committee - Commission - Council:

Permanent Building Committee

Killam School Building Committee

Date: 2023-12-04

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Agenda:

Purpose: General Business

Meeting Called By: Jacquelyn LaVerde on behalf of Chair Carla Nazzaro

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays and Legal Holidays. Please keep in mind the Town Clerk's hours of operation and make necessary arrangements to be sure your posting is made in an adequate amount of time. A listing of topics that the chair reasonably anticipates will be discussed at the meeting must be on the agenda.

**All Meeting Postings must be submitted in typed format; handwritten notices will not be accepted.**

### Topics of Discussion:

This meeting will be held in-person at Town Hall in the Select Board Meeting Room and remotely via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/84871883009>

Meeting ID: 848 7188 3009

One tap mobile

+16465588656,,84871883009# US (New York)

+16465189805,,84871883009# US (New York)

Dial by your location

• +1 646 558 8656 US (New York)

• +1 646 518 9805 US (New York)

Find your local number: <https://us06web.zoom.us/u/k5iy4pTd>

### **AGENDA:**

1. Killam School Building Member Reports
2. Discuss Results of MSBA Designer Selection Panel
3. Presentation by LAVALLEE | BRENSINGER ARCHITECTS (LBA)
4. Vote to Recommend that Town Manager Execute a Contract with LBA
5. Discussion on Killam School Building Project Website
6. Approval of Prior Meeting Minutes
7. Future Agenda Items and Next Meeting Dates

This Agenda has been prepared in advance and represents a listing of topics that the chair reasonably anticipates will be discussed at the meeting. However the agenda does not necessarily include all matters which may be taken up at this meeting.



# Massachusetts School Building Authority

**Deborah B. Goldberg**  
*Chair, State Treasurer*

**James A. MacDonald**  
*Chief Executive Officer*

**Mary L. Pichetti**  
*Executive Director / Deputy CEO*

November 22, 2023

Mr. Fidel A. Maltez, Town Manager  
Town of Reading  
Reading Town Hall  
16 Lowell Street  
Reading, MA 01867

Re: Town of Reading, J. Warren Killam Elementary School, Designer Selection Panel Meeting

Dear Mr. Maltez:

On Tuesday, November 21, 2023, the Massachusetts School Building Authority (the “MSBA”) Designer Selection Panel (the “DSP”) interviewed the finalists for the J. Warren Killam Elementary School project in the Town of Reading (“the District”). The following individuals represented the District at the DSP:

- Fidel A. Maltez, Town Manager, Town of Reading
- Thomas Milaschewski, Superintendent of Schools, Reading Public Schools
- Carla Nazzaro, School Committee Member & SBC Chair, Town of Reading

In accordance with the provisions of Massachusetts General Laws, Chapter 7C, Sections 44 through 58, and the MSBA Designer Selection Procedures, the DSP voted to rank the finalists, in order of qualifications, as follows for the above- referenced project:

1. LaVallee Brensinger
2. Finegold Alexander Architects
3. Studio G Architects, Inc.

The District should now take the appropriate local steps necessary to award the contract for designer services to the first ranked firm and authorize fee and contract negotiations. Please use the MSBA’s standard contract for designer services, which can be downloaded from our website:

<https://www.massschoolbuildings.org/building/team/dsp>

Upon completion of contract and fee negotiations with the first ranked firm, please forward a copy of the fully executed contract to Jennifer Flynn, Senior Project Coordinator, at the MSBA

Sincerely,



Karl Brown, AIA Design Director

Page 2

November 22, 2023

Reading J Warren Killam ES DSP Meeting Results Letter

Cc: Legislative Delegation

Jacqueline McCarthy, Chair, Reading Select Board

Thomas Wise, Chair, Reading School Committee

Dr. Thomas Milaschewski, Superintendent, Reading Public Schools

Derek Pinto, Director of Finance and Operations, Reading Public Schools

Carla Nazzaro, Chair, Reading School Building Committee

File: 10.2 Letters (Region 3)

# "A PLACE WHERE EVERYONE BELONGS"



# WORKING TOGETHER TEAM ROLES AND EXPERTISE

## CORE TEAM



**LEIGH SHERWOOD**  
Principal-in-Charge



**JENNI KATAJAMAKI**  
Project Manager  
FS Phase / Community



**DAVID HARRIS**  
Project Manager  
Design Phase / CA



**SCOTT REYNOLDS**  
Project Designer



**JAY DOHERTY**  
Educational Design / ALEP



**CHRISTINA MELLOR**  
Educational Interiors



**JADE CUMMINGS**  
Landscape Architect

## EXPERTS



**MIKE PIROLLO**  
Educational Planner



**VAMSHI GOOJE**  
Energy Consultant



**DOUG LAJOIE**  
MEP Engineer



# REFLECTING THE READING COMMUNITY

# ENGAGING WITH YOUR COMMUNITY



# COMMUNICATION AND OUTREACH



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

### Swampscott School Building Project

#### Twin Upper & Lower Elementary Schools

**Investment in Education**

This project is in partnership with the MSBA (Massachusetts School Building Authority) who will pay a substantial percentage of the building cost. Finance and Capital Improvement Committees have concluded that the cost of building a K-2 School and a 3-4 School as twin schools within one building is about **1/3 the tax burden as replacing each school separately**. The twin school allows for shared resources, personnel, and large spaces (cafeteria, gym, and media center), resulting in an educationally and economically responsible decision. Postponing the replacement of Hadley, Stanley and Carke will guarantee a greater expense for the town due to continual failures in the current schools, increasing construction costs and no promise of future support from the MSBA. The cost of doing nothing is more expensive.

For More Information use the following QR code



### Swampscott School Building Project

#### Twin Upper & Lower Elementary Schools

**Our Community Solution**

The Twin School design will strengthen Community in Swampscott in multiple ways. The new facility will include community uses and access to shared central spaces while keeping classroom areas secure. It will include a cafeteria to supply an additional performance space for the town. There will be a gym with a full-size basketball court also available to residents. Most importantly, the building will finally have complete handicap accessibility for all our elementary students, teachers, and parents. Being together will allow our elementary students and families across the town greater opportunity to make connections before entering middle school. Lastly, the new Twin Schools will provide a substantial educational value and ensure the enduring legacy of academic excellence in Swampscott, maintaining its standing as a desirable town for families.

For More Information use the following QR code



### Swampscott School Building Project

#### Twin Upper & Lower Elementary Schools

**Educational Vision**

After the vote in 2014, an Educational Task Force concluded that Swampscott should create new district-wide K-2 and 3-4 elementary schools. This approach would bring grades together, promote equity and inclusion for all families and be more efficient for educators. Based on the recommendations of in-depth Educational Visioning workshops and faculty discussions over the last 1.5 years, the new facility will contain flexible learning areas, appropriately sized classrooms, special education and student support areas - along with dedicated art, music, STEM, and technology spaces. The resulting facility will enhance elementary school education in Swampscott.

For More Information use the following QR code



### Swampscott School Building Project

#### Twin Upper & Lower Elementary Schools

**Sustainability Goals**

Swampscott is a green community that cares deeply about the environment and is equally dedicated to building a new school that is energy efficient and easy to operate. The school facility will have a high performing building envelope that geothermally draws its heating and cooling from the ground and will create its own photovoltaic electricity from the sun. This will lower future energy costs - and better yet, the MSBA will reimburse much of the upfront costs to implement these systems. For our students and teachers, the air quality will be healthy, the rooms will be daylight, and the building finishes will be safe from harmful materials.

For More Information use the following QR code



LAVALLEE | BRENSINGER ARCHITECTS

# EDUCATIONAL VISIONING AND COMMUNITY ENGAGEMENT



**District Leadership**



**Students**

## COMMUNITY COLLABORATION



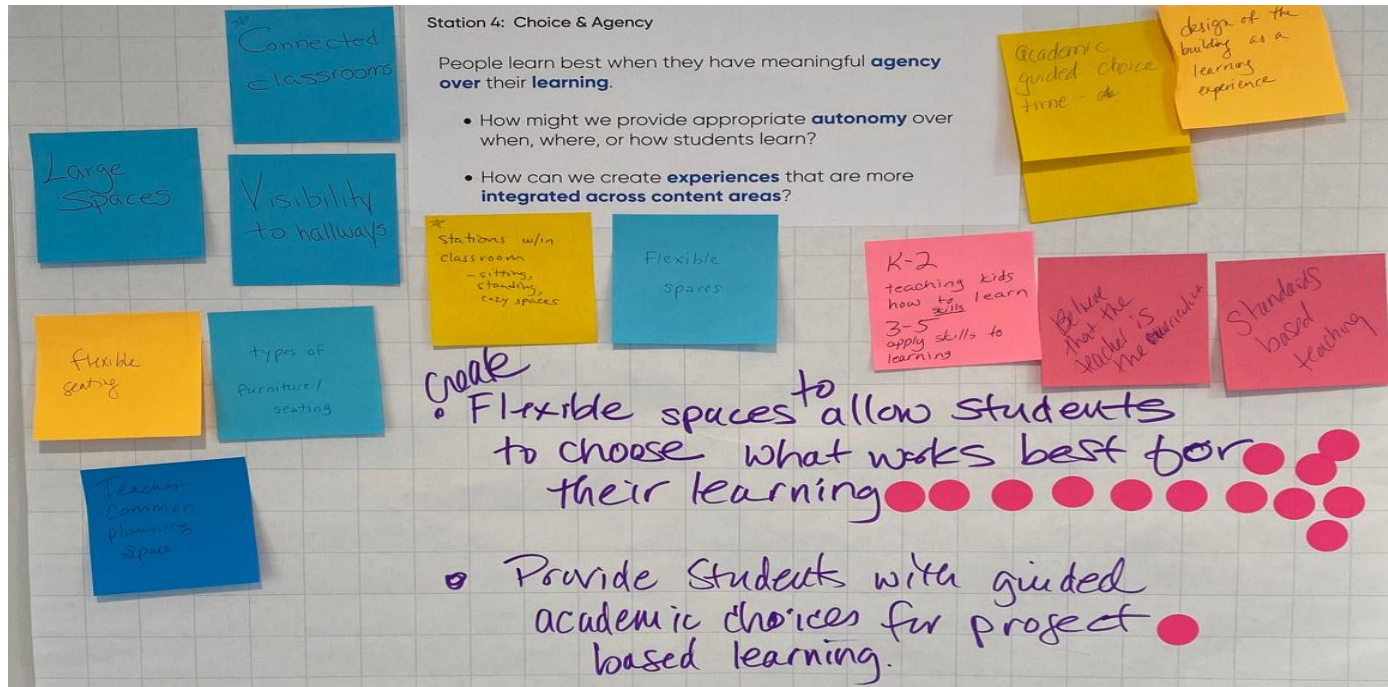
**Cross-Generational Groups**



**Content Leaders**

# DEFINING THE LEARNER, TEACHING, AND LEARNING

- Key characteristics of academic, social, and emotional development
- Definitions of learning
- Educational guiding principles
- Future vision (practices, strategies, and structures)



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING



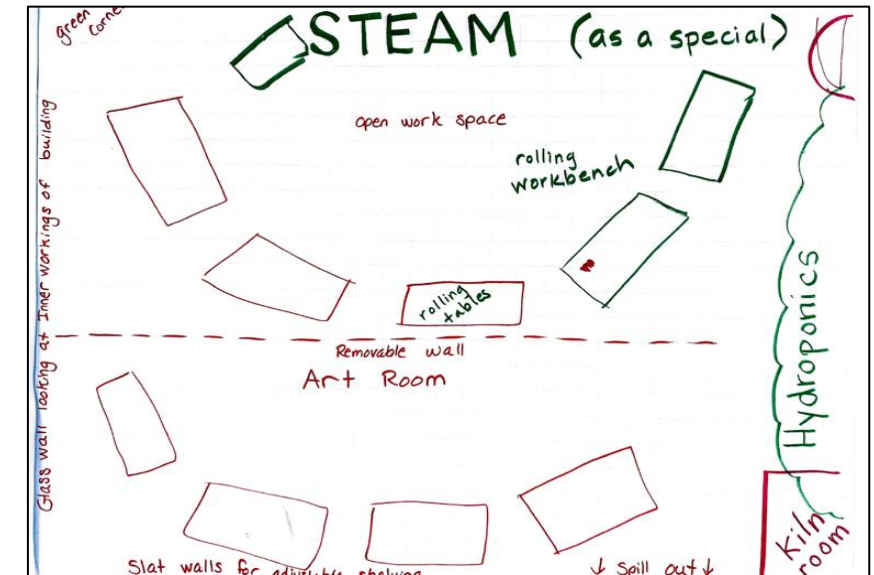
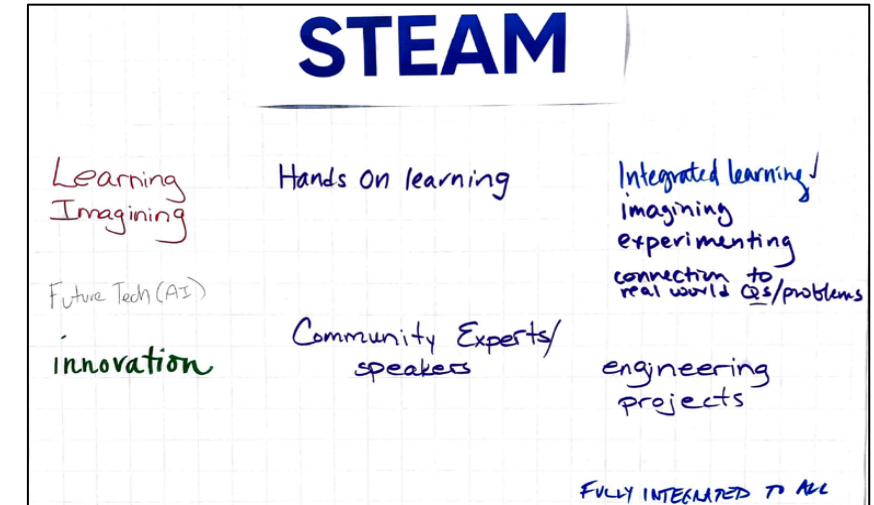
LAVALLEE | BRENSINGER ARCHITECTS

# DEFINING THE LEARNING ENVIRONMENT

- Desired experiences and activities within each space
- Desired space types and design features
- Program adjacencies
- Guiding design principles



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING



LAVALLEE | BRENSINGER ARCHITECTS

# UNDERSTANDING YOUR EDUCATIONAL VISION

- Build a shared sense of **belonging**
- **Culturally responsive** instruction
- Calibrate district-wide rigorous instructional practices
- High-quality **professional learning**
- Leverage and optimize all resources including **staffing roles, schedules**....to increase student outcomes
- **Outdoor space** for instruction and social-emotional learning
- Project-based centers format
- Full integration and support for **REACH & RISE programs**
- **Inclusion of Pre-Kindergarten**
- Ensuring equity in capacity among all elementary schools



# WELCOMING + INVITING



OMR Architects

J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

LAVALLEE | BRENSINGER ARCHITECTS

# EXPERIMENTAL LEARNING SPACES



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

LAVALLEE | BRENSINGER ARCHITECTS

# FLEXIBLE + ORGANIZED



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

LAVALLEE | BRENSINGER ARCHITECTS

# STUDENT VOICE + CHOICE



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

LAVALLEE | BRENSINGER ARCHITECTS

# JOYFUL + EXCITING



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TOWN OF READING

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# ENGAGING THE OUTSIDE



*Terraink w/ Arrowstreet*

J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

LAVALLEE | BRENSINGER ARCHITECTS

# LIVING LABORATORY



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING



# MAXIMIZING VALUE FOR READING



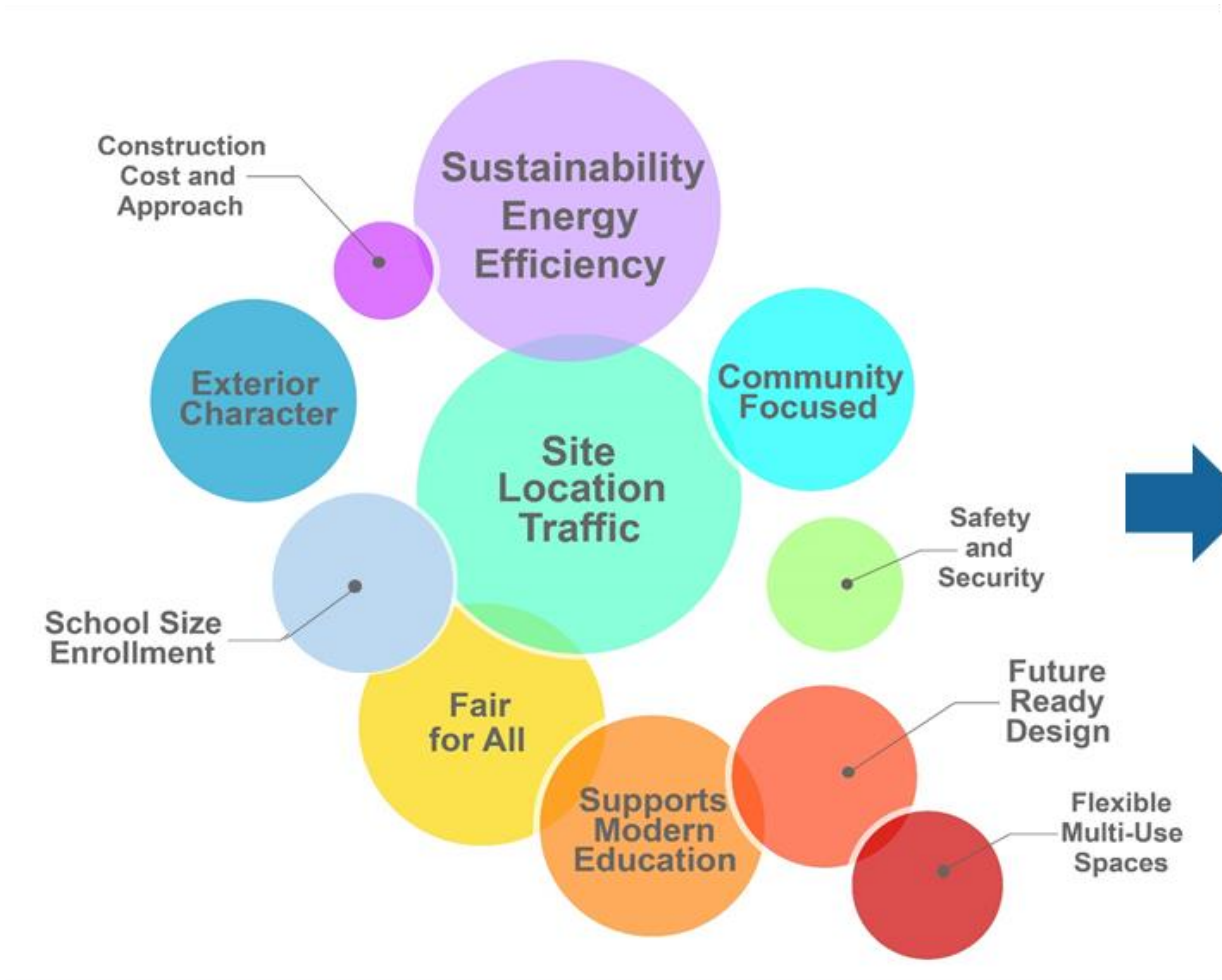
J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

- Swampscott's **Tight Site** and **Efficient** building
- Identified Value WITHOUT Compromising:
  - Safety
  - Education
  - Durability
  - Energy goals
  - Operating costs
- Look at all items and disciplines objectively

***Budget was maintained!***

# MAXIMIZING COMMUNITY PRIORITIES

## Community Priorities



Results from the total of 208 points tallied during the January 2020 Public Forums.

J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

## Project Pillars



LAVALLEE | BRENSINGER ARCHITECTS

# MAXIMIZING COMMUNITY INPUT

## Hadley K-4 / 390 Students



**Option 1:**  
Reno./Addition (+80,000 SF)  
Hadley Site – 3-Stories  
**\$64 - \$75M Project**



**Option 2:**  
New School (+75,000 SF)  
Hadley Site – 3-Stories  
**\$63- \$73M Project**

## District 3-5 / 540 Students



**Option 1:**  
New School (+92,000 SF)  
Hadley Site – 4-Stories  
**\$71 - \$83M Project**



**Option 2:**  
New School (+92,000 SF)  
MS Site – 4-Stories  
**\$71 - \$83M Project**

## District K-4 / 900 Students



**Option 1:**  
New School (+155,000 SF)  
Stanley Site – 3 Stories  
**\$97 - \$114M Project**



**Option 2:**  
New School (+155,000 SF)  
Stanley Site – 3 Stories  
**\$97 - \$114M Project**

# MAXIMIZING CONSENSUS

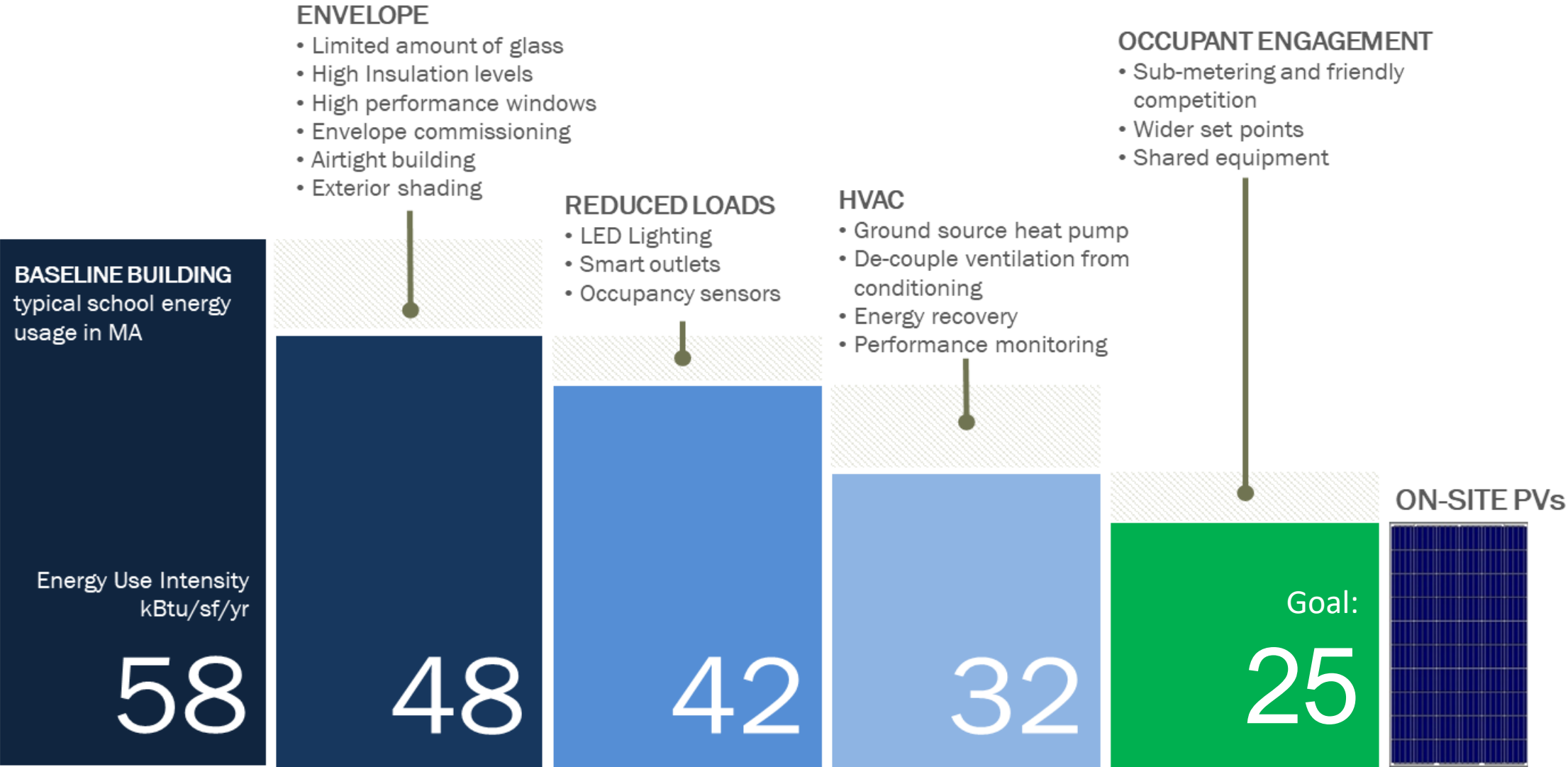
|                                               |                                                                            | <div><div>Fair for All</div><div>Supports Modern Education</div><div>Future Ready Design</div><div>Flexible Multi-Use Spaces</div></div> |                 |         | <div><div>Site Location Traffic</div><div>Safety and Security</div></div> |                  | <div><div>Construction Cost and Approach</div><div>Sustainability Energy Efficiency</div></div> |                         | <div><div>School Size Enrollment</div><div>Community Focused</div><div>Exterior Character</div></div> |                   | <div><div>\$</div></div> |
|-----------------------------------------------|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------|---------|---------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------|-------------------|--------------------------|
|                                               |                                                                            | EDUCATION                                                                                                                                |                 |         | TRAFFIC                                                                   |                  | SUSTAINABILITY                                                                                  |                         | COMMUNITY                                                                                             |                   | COST                     |
|                                               |                                                                            | EDUCATIONAL SPACES                                                                                                                       | DISTRICT EQUITY |         | LOCATION & DENSITY                                                        | TRAFFIC & ACCESS | SITE & DEVELOPMENT                                                                              | SUSTAINABILITY & ENERGY | COMMUNITY CONNECTIONS                                                                                 | SCALE & CHARACTER | CONCEPTUAL BUDGET        |
| <div><div></div><div>390 Students</div></div> | 1 HADLEY - ADDITION<br>Grades K-4 1/3 District                             | -                                                                                                                                        | -               |         | +                                                                         | ○                | -                                                                                               | ○                       | +                                                                                                     | ○                 | \$64-75M                 |
|                                               | 2 HADLEY- NEW<br>Grades K-4 1/3 District                                   | ○                                                                                                                                        | -               |         | +                                                                         | ○                | ○                                                                                               | +                       | +                                                                                                     | ○                 | \$63-73M                 |
|                                               |                                                                            |                                                                                                                                          | ALL 3-5         | 1/2 K-5 |                                                                           |                  |                                                                                                 |                         |                                                                                                       |                   |                          |
| <div><div></div><div>540 Students</div></div> | 3 HADLEY - NEW<br>Grades 3-5 / District Wide<br>Grades K-5 / 1/2 District  | ○                                                                                                                                        | +               | -       | +                                                                         | ○                | ○                                                                                               | +                       | +                                                                                                     | ○                 | \$71-83M                 |
|                                               | 4 MIDDLE SCHOOL<br>Grades 3-5 / District Wide<br>Grades K-5 / 1/2 District | ○                                                                                                                                        | +               | -       | +                                                                         | ○                | -                                                                                               | +                       | ○                                                                                                     | ○                 | \$71-83M                 |
| <div><div></div><div>565 Students</div></div> | 5 PHILLIPS PARK<br>Grades 3-5 / District Wide<br>Grades K-5 / 1/2 District | ○                                                                                                                                        | +               | -       | ○                                                                         | -                | -                                                                                               | -                       | ○                                                                                                     | ○                 | N/A                      |
|                                               | 6 DPW<br>Grades 3-5 / District Wide<br>Grades K-5 / 1/2 District           | -                                                                                                                                        | +               | -       | -                                                                         | -                | -                                                                                               | ○                       | ○                                                                                                     | -                 | N/A                      |
| <div><div></div><div>900 Students</div></div> | 7 STANLEY<br>Grades K-4 / District Wide                                    | +                                                                                                                                        | +               |         | ○                                                                         | +                | +                                                                                               | +                       | ○                                                                                                     | ○                 | \$97-114M                |

# COMMITMENT TO SUSTAINABILITY

- Practical and Cost-Effective solutions
- High-Performance envelopes
- LEED, WELL, PHIUS projects
- NetZero experience
- Oyster River Middle School a Net-Positive success



# PATH TO NET ZERO ENERGY

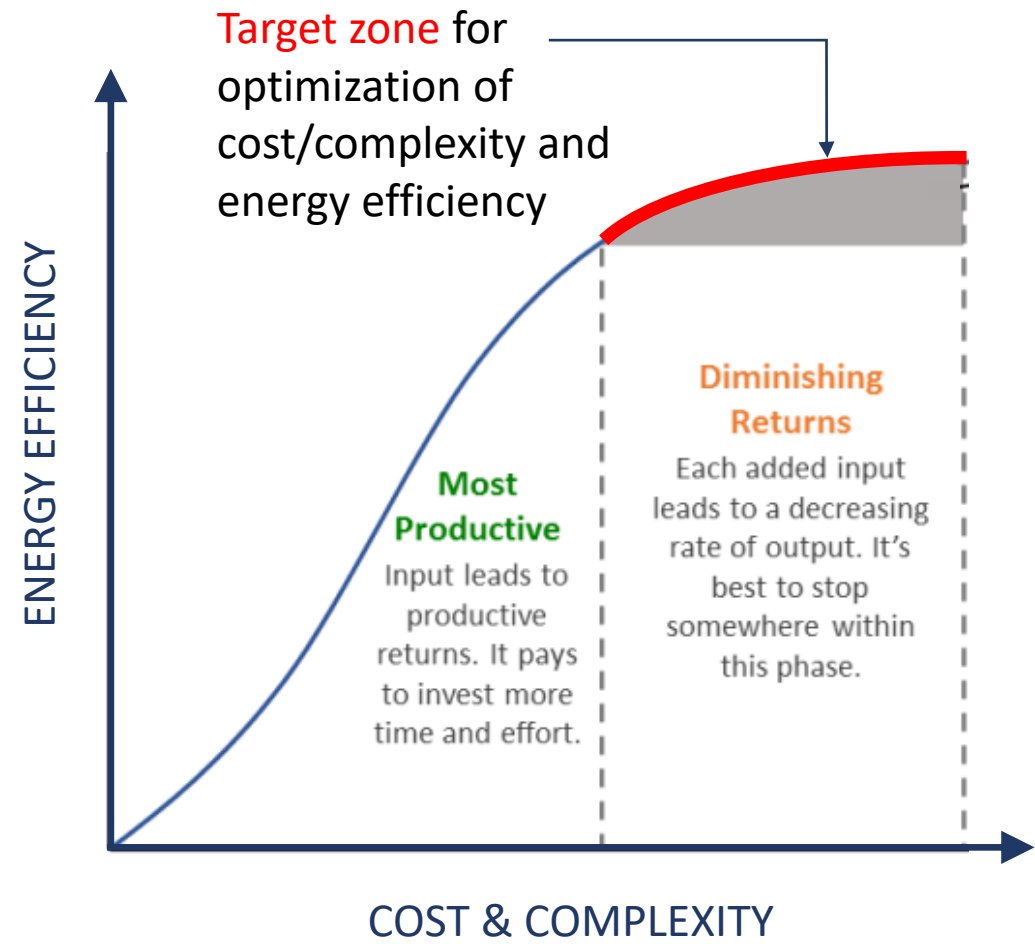


*EUI reductions estimated, not modeled.*

# FINANCIAL ANALYSIS - SYSTEMS



# EQUIPMENT AND CONTROLS OPTIMIZATION



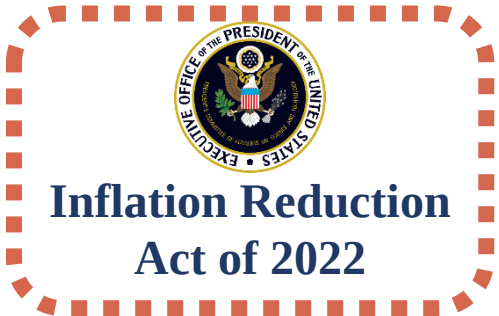
System EUI Relative Performance is Based on Preliminary Modeling and Subject to Change as Design Progresses

| Option                                                                                                                                     | First Cost   | Utilities | Maint.  | Total Cost           |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------|-----------|---------|----------------------|
| <u>System #1</u> – Geothermal, Heat Pumps, Water-Cooled VRF Fan Coils<br>EUI = 21 (75K Lbs. CO2 +/- Emissions Annually)                    | \$10.62M +/- | \$3.60M   | \$996K  | \$15.22M<br>\$99/SF  |
| <u>System #2</u> – Geothermal, Central Plant, Water-to-Water Heat Pumps, Chilled Bms.<br>EUI = 22 (75K Lbs. CO2 +/- Emissions Annually)    | \$11.69M     | \$4.03M   | \$705K  | \$16.43M<br>\$107/SF |
| <u>System #3</u> – Air-Cooled Chillers, Central Plant Boilers, Air-Cooled VRF Fan Coils<br>EUI = 33 (368K Lbs. CO2 +/- Emissions Annually) | \$8.66M      | \$4.94M   | \$1.07M | \$14.67M<br>\$95/SF  |
| <u>System #4</u> – Hybrid Water-Source VRF (Geothermal Field 50% of System #'s 1, 2)<br>EUI = 28 (184K Lbs. CO2 +/- Emissions Annually)    | \$9.78M +/-  | \$4.13M   | \$1.15M | \$15.06M<br>\$98/SF  |

# REBATES AND INCENTIVES



- Additional 4% reimbursement for MA High-Performance Green Schools



- Rebates for geothermal heat pumps and solar photovoltaics
- 15%-45% of cost of entire HVAC system can be refunded.



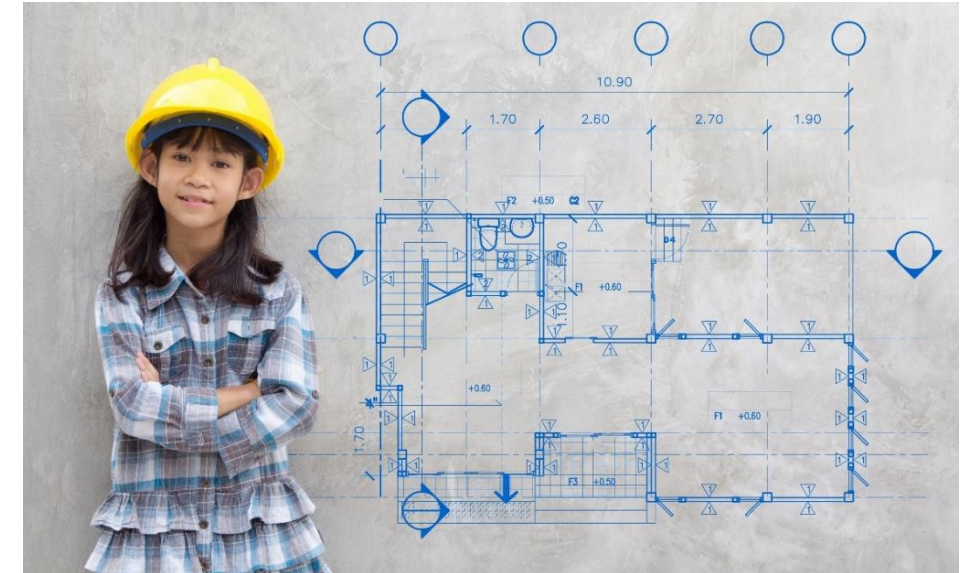
- Commercial Solar Rebate - \$1200 per kW
- Custom Rebate Program

# BUILDING AS TEACHING TOOL



J. WARREN KILLAM ELEMENTARY SCHOOL  
TOWN OF READING

- A **Model** for Reading Development
- Construction Phase **Tours**
- Building Systems “**Dashboard**”
- **Exposed** Systems
- **Synergies with Curriculum**



LAVALLEE | BRENSINGER ARCHITECTS

# DESIGNING WITH READING A TAILORED SOLUTION

## DESIGN PROCESS

- Develop organizational models that support educational programming
- Analyze existing building & systems
- Explore site constraints & opportunities
- Create informed solutions unique to you & the Reading community



# 1-STORY SCHEME: EDUCATIONAL TRANSFORMATION

- **PHASE 1**

- Relocate K moduls & play
- Construct new wing
- Develop East portion of site

- **PHASE 2**

- Develop new site entrance
- Use new wing as swing space
- Demo front wing & K mods

- **PHASE 3**

- Use Pre-K as swing space
- Renovate classroom wing
- Develop remaining site



# 2-STORY SCHEME: AN INTEGRATED LEARNING ENVIRONMENT

- **PHASE 1**

- Relocate K moduls & play
- Construct new school
- Develop East portion of site

- **PHASE 2**

- Develop new site entrance
- Occupy new school
- Demo existing school

- **PHASE 3**

- Construct entry canopy
- Develop remaining site
- Construct Pre-K Center



# 3-STORY SCHEME: SMALLER LEARNING COMMUNITIES

- **PHASE 1**

- Relocate K moduls & play
- Construct new school
- Develop East portion of site

- **PHASE 2**

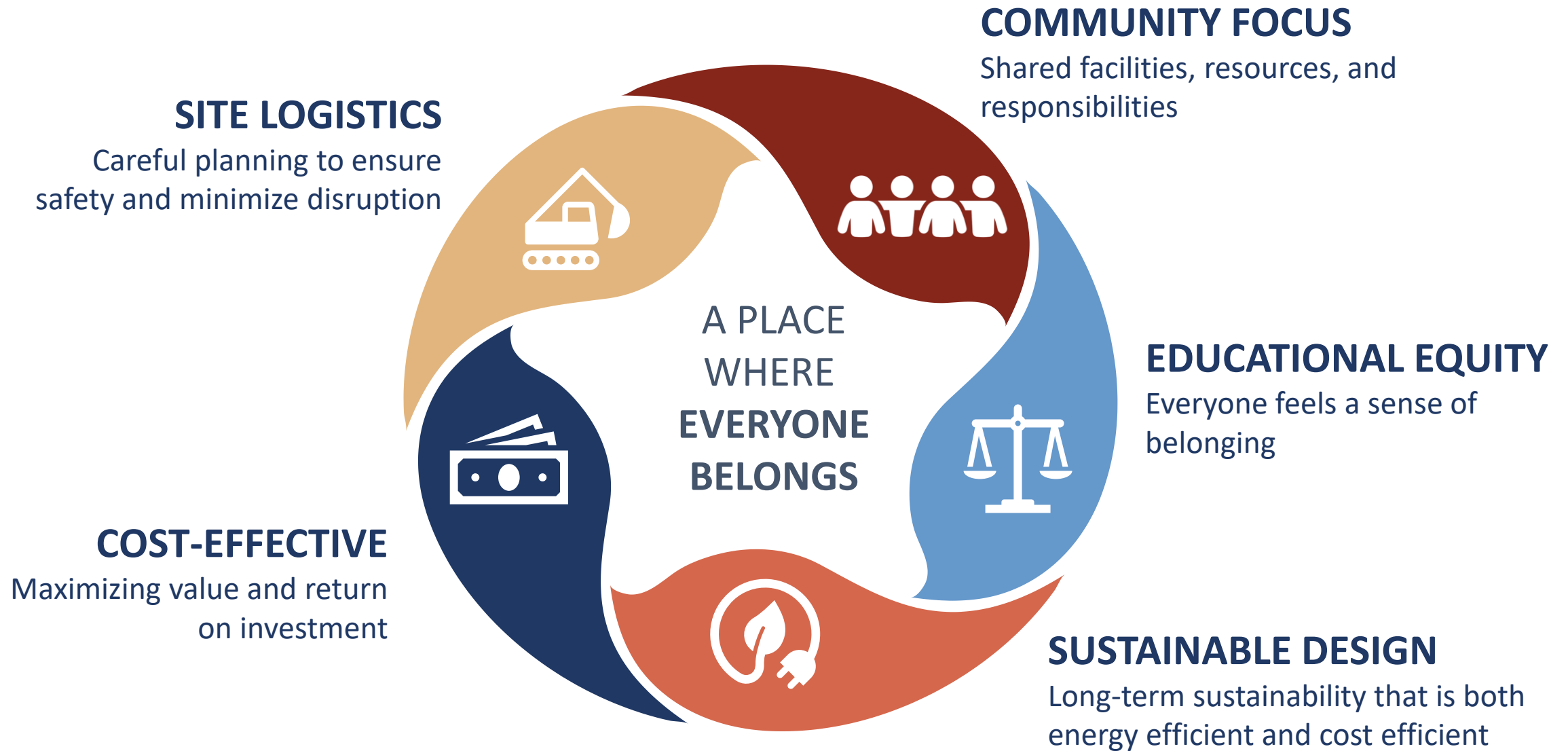
- Develop new site entrance
- Occupy new school
- Demo existing school

- **PHASE 3**

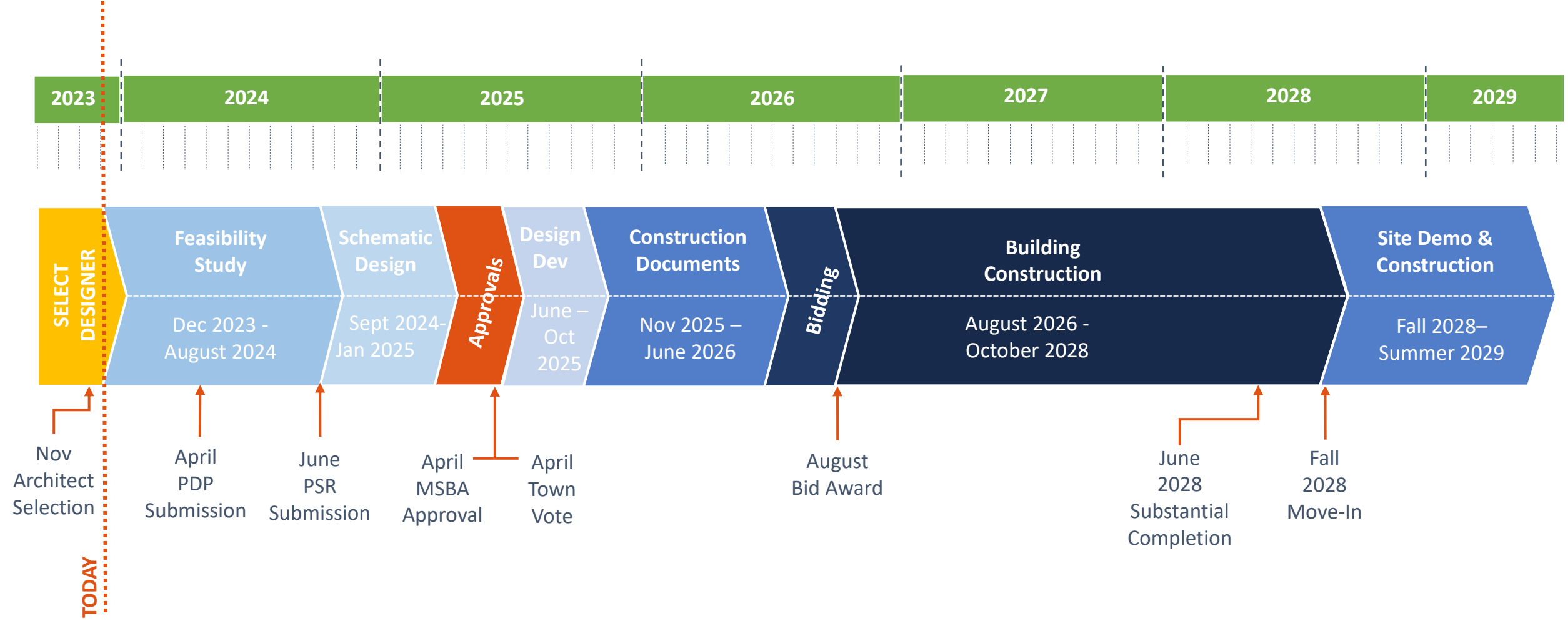
- Construct entry canopies
- Develop remaining site



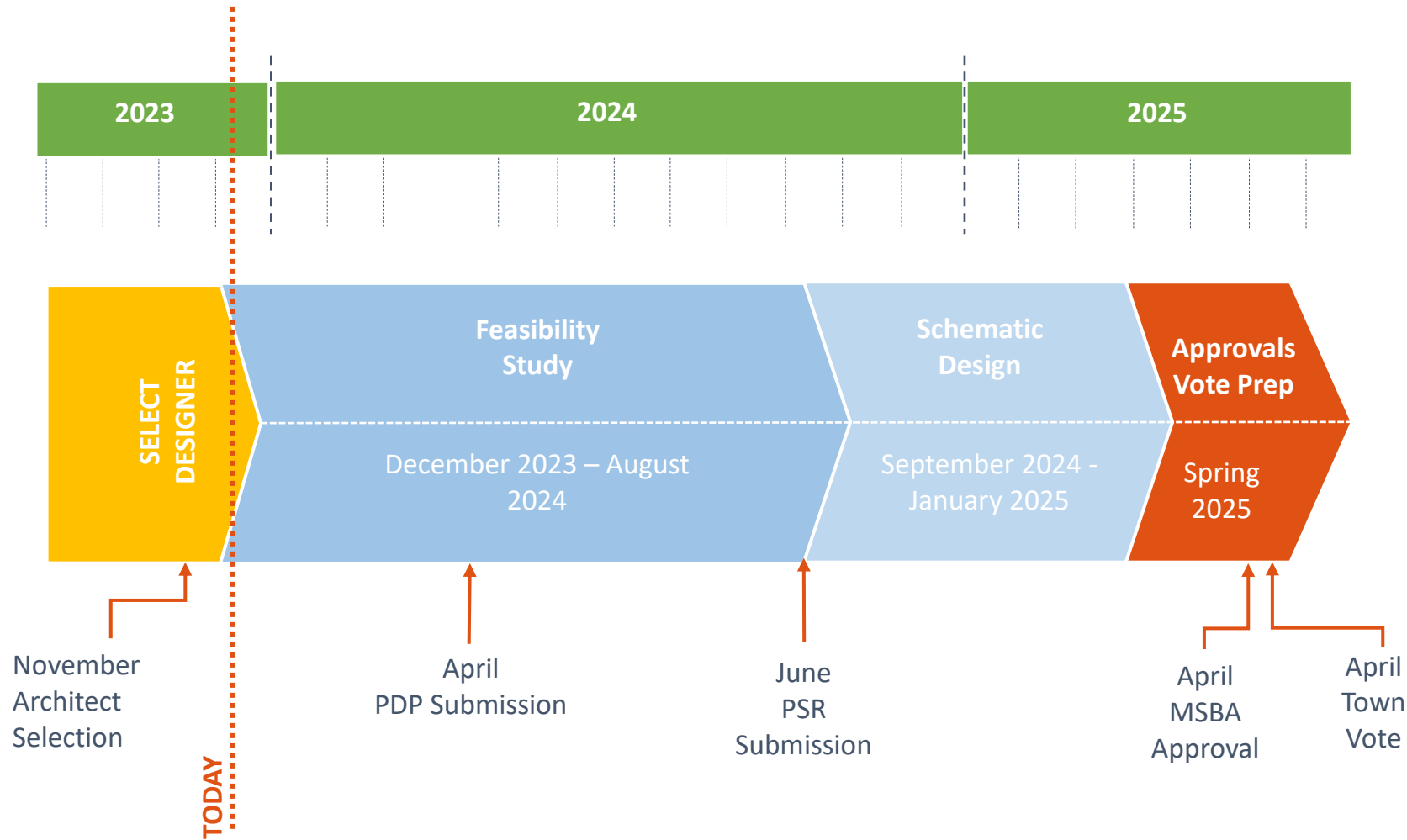
# WORKING TOGETHER WITH READING



# PRELIMINARY OVERALL PROJECT SCHEDULE



# PRELIMINARY FEASIBILITY & SCHEMATIC DESIGN SCHEDULE



## NEXT STEPS

- Detailed Work Plan
- Bi-weekly SBC meeting
- Establish Sub-Groups: Education, Sustainability, Communication
- Community Engagement Planning
- Existing Facility/Site Assessments
- Educational Visioning and Programming

November 30, 2023

Fidel A. Maltez, Town Manager  
Town of Reading  
16 Lowell Street  
Reading, MA 01867

RE: Proposal for FS and SD Services  
J. Warren Killam Elementary School, Reading Massachusetts  
LBA Project Number: 23-106-00  
Attn. Fidel Maltez, Town Manager, Reading, MA

Dear Fidel,

Lavallee Brensinger Architects (LBA) is pleased to offer our proposal for services for the Mod 3 Feasibility Study and Mod 4 Schematic Design phases (as defined by the MSBA) of your elementary school project. We greatly appreciate this opportunity to work with the Reading community on this important project.

### **Project Scope**

We understand the scope of this project, as further defined in your RFS dated September 13, 2023, to include the following components:

1. Program and Scope of Work: Design of a K-5 elementary school for an enrollment of not more than 455 students. Design services to include all required meetings, reports, presentations and documentation required to fulfill the Mod 3 and 4 contract as set forth by the MSBA program.
2. Size and Type: The building will likely be between 75,000 - 100,000 GSF based on the standard MSBA program and allowing for increases due to your specific programs and for the possible inclusion of Pre-K space. The project will follow 21<sup>st</sup> century learning concepts and be designed to be high performance and energy efficient, with durable materials and a focus on long term value for the community.
3. Construction Budget: Your project may range from \$40 million to \$100 million depending upon the solution that is agreed upon by the Owner and the MSBA.
4. Additional Scope of Work:
  - a. Exploration of a Pre-K program for the district, for up to 175 students. This work is outside the scope of the MSBA project, but we have agreed to include it within the specified base fee below.
  - b. Possible additional scope should the local Town Bond Vote be delayed beyond Spring 2025 as planned.

## Proposed Team

We have thoughtfully selected our Team of experienced professionals for your project. Included are Lavallee Brensinger’s Core Team members, including Leigh Sherwood (PIC), Jenni Katajamaki (PM Study Phases), David Harris (PM Design Phases) and Scott Reynolds (Project Designer). Other LBA experts and support staff will join the Team throughout the process. Consultants and engineers listed in our initial proposal will provide the services necessary to meet all requirements within the defined project scope.

## Professional Fees

We have evaluated the scope of the project and the time (number of hours) needed to provide the proper amount of service. We are prepared to deliver the project requirements for both Mod 3 Feasibility Study and Mod 4 Schematic Design as described in the RFS and further defined in the Designer Base Contract, for the **stipulated base fee of \$850,000**.

This base fee does not include services and testing related to geotechnical, geo-environmental, site survey, traffic study, and Hazardous Materials that may be required. These items are to be accomplished as reimbursable expenses under “Testing Services”, which you have previously identified.

We understand it is your intent to hold to the schedule below. However, if the SD schedule is extended and the Bond Vote is delayed beyond Spring 2025, we ask for a fee to cover the additional services of this extra time.

## Schedule

The anticipated project schedule (based on Colliers) as follows:

|                            |                                                                          |
|----------------------------|--------------------------------------------------------------------------|
| Feasibility Study:         | December 2023 – August 2024                                              |
| Schematic Design:          | September 2024 – January 2025                                            |
| Community Outreach:        | January 2025 – May 2025                                                  |
| MSBA Board Approval:       | April 2025                                                               |
| Funding:                   | Spring 2025 ( <i>Anticipated Bond Vote</i> )                             |
| Design Development:        | June 2025 – October 2025                                                 |
| Construction Documents:    | November 2025 – June 2026                                                |
| Bid/Award:                 | August 2026                                                              |
| Mod 7 Construction Admin.: | August 2026 – October 2028                                               |
| Construction Completion:   | Occupy New Building, Fall 2028<br>Complete Demo./Site Work – Summer 2029 |

Thank you again for this opportunity to serve the Town of Reading. We hope this proposal is clear and look forward to discussing your needs in more depth.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Drobat". The signature is fluid and cursive, with the first name "Chris" and last name "Drobat" clearly distinguishable.

Chris Drobat, AIA  
President  
Lavallee Brensinger PLLC

Town of Reading

---

(Authorized Signature)

---

Date

---

By (Printed Name)

cc: Leigh Sherwood, Principal in Charge, Lavallee Brensinger PLLC  
Jenni Katajamaki, Project Manager, Lavallee Brensinger PLLC  
David Harris, Project Manager, Lavallee Brensinger PLLC  
Lance Whithead, K12 Studio Leader, Lavallee Brensinger PLLC



## Town of Reading Meeting Minutes

2016-09-22 LAG

### Board - Committee - Commission - Council:

Permanent Building Committee

Killam School Building Committee

Date: 2023-10-30

Time: 7:00 PM

Building: Reading Town Hall

Location: Select Board Meeting Room

Address: 16 Lowell Street

Session: Open Session

Purpose: General Business

Version: Draft

Attendees: **Members - Present:**

Chair Carla Nazzaro, John Coote, Kirk McCormick, Sarah McLaughlin (remote), Ed Ross, Greg Stepler, Pat Tompkins, Nancy Twomey

**Members - Not Present:**

Vice Chair Karen Gately Herrick

**Others Present:**

Town Manager Fidel Maltez, School Superintendent Thomas Milaschewski (remote), School Director of Finance Derek Pinto (remote), Chief Financial Officer Sharon Angstrom (remote), Facilities Director Joe Huggins (remote), Colliers Project Director Mike Carroll (remote), Colliers Project Manager Suzanna Yeung (remote), Molly Pike - RMLD (remote)

**Minutes Respectfully Submitted By:** Jacquelyn LaVerde

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### Topics of Discussion:

This meeting was held in-person in the Town Hall Select Board Meeting Room, and remotely via Zoom.

Chair Carla Nazzaro called the meeting to order at 7:01 pm.

Roll call attendance: John Coote – Present, Kirk McCormick – Present, Sarah McLaughlin – Present attending remotely, Greg Stepler – Present, Pat Tompkins – Present, Nancy Twomey – Present, Ed Ross – Present, Carla Nazzaro – Present.

Karen Gately Herrick – Not Present.

### **Killam School Building Member Reports**

Ed Ross stated that Senator Jason Lewis attended the Financial Forum last week, and shared that the MSBA reimbursement rate is increasing to \$605 per square foot.

Dr. Derek Pinto stated that he participated in two recent MSBA roundtables, which were very informative.

Carla Nazzaro stated that she attended the MSBA roundtables as well, and learned of issues arising upon other projects' completions, including responsibilities passed along to Facilities departments they were not comfortable with, and space that was built but has no useful purpose. She noted that the Committee needs to make sure that the right questions are asked of the teachers and people utilizing the building.

### **Discuss Request for Services Submittals**

Ms. Nazzaro explained that the Committee is not allowed to rank or pre-rank the respondents, as the MSBA is adamant about that being part of their process. The rankings

will happen at the Designer Review Committee meeting on November 7<sup>th</sup>. There, the firms will be ranked, and it will be decided which ones will make it to the interview phase on November 21<sup>st</sup>. Mike Carroll encouraged members to share general comments, or ask any clarifying questions, but cautioned them about engaging in a long discussion, as it could be deemed inappropriate from an MSBA standpoint.

The Committee briefly discussed their observations. The respondents appeared to have good experience, but Studio G appeared to have less MSBA experience than the other firms.

Pat Tompkins stated that he is currently working on a project with Lavallee Brensinger Architects (LBA), and noted his conflict of interest. But he noted all of the other firms are excellent and capable.

Suzanna Yeung shared that all references thus far have all been positive. She will share an updated reference sheet tomorrow.

### **Discussion on Designer Selection Process**

Ms. Nazzaro reviewed the upcoming meetings with the MSBA Designer Selection Committee. Town Manager Fidel Maltez, School Superintendent Thomas Milaschewski, and Chair Carla Nazzaro will be the district representatives on the MSBA Designer Selection Committee. They will meet virtually on November 7<sup>th</sup> to review and rank the respondents for the Request for Designer Services. Following the rankings, interviews with the firms will be conducted at the MSBA Designer Selection meeting on November 21<sup>st</sup>. Once the selection is made, the Town will begin negotiations with the designer. The meetings are public, and Committee members are welcome to attend, though pre-registration is required. Colliers will provide the link to members to pre-register.

### **Discussion on Killam School Building Project Website**

Ms. Nazzaro explained that a lot of towns have a dedicated website for their MSBA projects. She presented the three recommendations from Colliers: 1) have the Town create and run a website with content and information supplied by Colliers and the designer; 2) hire a public relations firm to design and maintain a website, and do PR for the project; 3) delegate the responsibility to create and manage a website to Colliers or the designer. All three options would have costs associated with them. When the designer comes on board, the Committee can have a better discussion with them.

Mike Carroll explained that recent projects seem to be trending toward PR firms handling websites, and Colliers is working on a Request for Services for website services to send out to individual PR firms. Town Manager Fidel Maltez explained that staff has the capacity to manage a page on the Town website, but would not have the capacity to manage a separate website. Suzanna Yeung stated that she would send some websites for the Committee to compare. Derek Pinto shared links for Lowell, Arlington, and Harvard:

[www.lowellhsproject.com](http://www.lowellhsproject.com)

[www.ahsbuilding.org](http://www.ahsbuilding.org)

<https://sites.google.com/psharvard.org/hesbuildingproject/home>

### **Approval of Prior Meeting Minutes**

**On a motion by Greg Stepler, seconded by Ed Ross, the Killam School Building Committee voted 8-0-0 to approve the meeting minutes of August 21, 2023.**

**Roll call vote: Sarah McLaughlin – Yes, John Coote – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Greg Stepler – Yes, Pat Tompkins – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.**

### **Future Agenda Items and Next Meeting Dates**

The next meeting is scheduled for Monday, December 4<sup>th</sup>, 2023.

**On a motion by Greg Stepler, seconded by Nancy Twomey, the Killam School Building Committee voted 8-0-0 to adjourn at 7:48 pm**

**Roll call vote: Sarah McLaughlin – Yes, John Coote – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Greg Stepler – Yes, Pat Tompkins – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.**