

NORTON PUBLIC SCHOOLS
Norton, Massachusetts

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NORTON HIGH SCHOOL BUILDING COMMITTEE

MINUTES OF MEETING

January 18, 2011

Norton High School Library

Attending: Building Committee Chairman Kevin O'Neil, Mark Powers, High School Principal Ray Dewar, Tom Golota, Greg Smolley (JCJ Architecture), Margaret Wood (PCI)

Call to Order: The meeting was called to order at 6:35 p.m.

1. Kevin O'Neil noted that the meeting minutes would be approved at the next meeting because of the lack of a quorum.
2. Kevin reminded the attendees that the Building Committee will be meeting the following upcoming Tuesdays at 6:30 p.m.: January 25th, February 8th and 15th. There will be no meeting on February 1st.
3. In Superintendent Patricia Ansay's absence, Margaret Wood of Pink & Co. (PCI) took the minutes of the meeting
4. The upcoming event planned for January 19th was briefly discussed. The Project Team will meet with high school students between 1-2pm, then with middle school students between 2-3, and then with parents between 5:30-7 in the high school library. The superintendent has made an AlertNow call to all Norton parents with children enrolled in the public schools to notify them of these events.
5. Greg Smolley presented a first draft of alternates for the project.

The first two options presented are considered "bookends", as required by the MSBA process: a minimum and maximum scope/cost options as follows:

- The minimum scope/cost option (see Option 1 attached). The minimal cost option would consist of bringing the building up to code through the construction of accessible bathrooms and a new elevator, the addition of two stairs to increase the exit capacity from the second floor to the code required minimum, and life safety improvements (fire alarm, sprinkler). Although the MSBA would not support this as a preferred option, the Project Team is required to present the requirements and cost of this option.
- The maximum cost option (not presented in diagram form) would involve the construction of a new building, probably on the football field or close by. The estimated cost is projected at \$52million, based on 149,800 sf of new construction. This option would require negotiation and coordination with neighboring communities for approximately two years use of athletic facilities. The MSBA's reimbursement rate would be less because no

renovation would be involved. The Project Team is required to present an outline of this option as part of the Feasibility Process, but it is understood that this is not a desirable option from the Town's perspective.

The two options described above should be considered "bookends" to the true focus of the Feasibility study, which is to determine a set of realistic options for renovation and addition. The bulk of the meeting was devoted to the discussion of these options, which are indicated as Option 2, Schemes A, B and C on the attached. Spaces shown in white have not yet been programmed: the first iteration of these diagrams is intended to focus on the major moves proposed.

All of the Options 2s assume a first floor addition on the east end of the building. In this first draft, the footprint of the addition is 75'x227', or 17,025sf for a single floor. The Options presented all assumed this addition would include the required exiting stairs, elevator, new bathrooms (to bring the quantity of fixtures in the building up to code), as well as a new cafeteria and kitchen. Renovated Men's and Women's locker rooms are immediately adjacent to the gym (subdividing and renovating the existing Men's lockers to provide space for both) and new Men's and Women's athletic rooms are located immediately to the south of the Gym, connecting directly to the outside and the Wood Shop is relocated to make room for the athletic spaces. Band, Music Practice and Choral spaces are proposed to fill the former cafeteria space.

Schemes A, B and C describe options for expansion of the second floor:

- Scheme A has an outdoor learning space on top of the cafeteria with expanded and renovated science classrooms within the existing building
- Scheme B has a three science classrooms on the upper floor with three science rooms within the existing building
- Scheme C has all 6 science classrooms as a second floor addition above the cafeteria/kitchen and no outdoor classroom

It was noted that all of the Option 2 schemes suggest that a new entry to the building be made at the new addition, and that if the entry were to be placed in this location, the administrative and guidance spaces should be relocated adjacent to that entry.

Attendees had the following comments:

- Kevin O'Neil noted that a two story addition would be 34,000sf, considerably larger than that previously projected and expressed concern about the cost of an addition of this size, as well as the MSBA's willingness to approve an addition of this size. Greg Smolley noted that they will work to shrink the addition to a functional but reduced footprint for the next meeting.
- Margaret noted that because all of the renovation/addition options presented are based on the major move of placing the cafeteria on the first floor and asked the attending committee members to each comment on this proposal. Comments in support of this location included the need for a cafeteria with daylight, the possibility afforded for the cafeteria to function for community events without access to the rest of the building, and the possibility of having two, rather than one, entrances to the

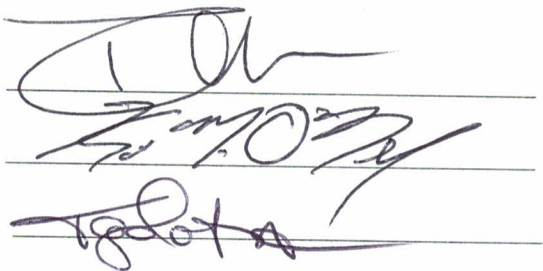
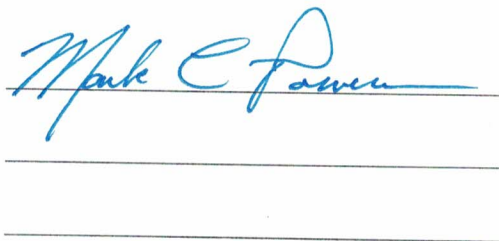
building to allow for safer and less crowded exiting of students at the end of the school day. All attendees supported the proposed location of the cafeteria/kitchen and the related move of the admin/guidance spaces.

- Margaret noted that the option of putting all of the science classrooms on the upper floor has phasing advantages because it creates the largest amount of swing space. Greg noted that the cafeteria space can also be considered swing space during construction.
 - Ray commented that the first floor proposal provide MORE space than is needed for Band, Music and Choral.
 - The possibility of bringing daylight into the library (identified as the Media Center on these diagrams) was discussed, either through skylights or borrowed light from the west end of the building.
 - Locations for the SPED program were discussed, including bringing these spaces into a more prominent location at the front of the building.
 - It was noted that it may make sense to put the TV studio near the auditorium.
 - Kevin also noted the location of the new entrance would require significant changes to the site, both in terms of impact on existing green space and then need for modified traffic circulation. He asked that Greg bring some site plan drawings to the next meeting to indicate how this would work.
6. Margaret reported on the meetings held in the previous week with the MSBA and the Town building officials. Because of the low turnout at the meeting with the building officials, a follow up meeting will be scheduled.
7. The upcoming milestones are as follows:
- * **Friday, January 28, 2011:** estimates from both OPM and designer's estimators (option 1 "no build" and option 3 "rebuild" estimates will be based on square footage; option 2 "renovation/addition" will be based on general plan and systems)
 - * **Monday, February 7, 2011:** School Committee Meeting
 - * **Tuesday, February 8, 2011:** Building Committee Meeting, review estimates
 - * **Tuesday, February 15, 2011:** Joint Committee Meeting
 - * **Friday, February 18, 2011:** Feasibility Study (no build, reno/add, rebuild options) due to MSBA.
 - * **Wednesday, February 23, 2011:** MSBA Facilities Assessment Committee meeting, sort of screening device prior to MSBA board review
 - * **Wednesday, March 30, 2011:** MSBA board reviews feasibility study, presented by MSBA staff
 - * Develop schematic design from "preferred design"
 - * **Friday, April 15, 2011:** Schematic Design submittal to MSBA
 - * **Wednesday, May 25, 2011:** MSBA Board vote on Schematic Design
 - * **June** Town meeting vote in early to mid-June
 - Margaret noted that although the MSBA Board will not formally vote on the Feasibility Study until March 30th, it will be necessary for the designers to continue directly into development of Schematic Design as soon as the Feasibility Study is submitted on February 18th in order to assure a fully developed and estimated Schematic Design.

Adjourned: The meeting was adjourned at 8:20 p.m.

Next Meeting Date: Tuesday, January 18, 2011, Norton High School Library

Respectfully Submitted,
Margaret Wood
Pinck & Co.

Three handwritten signatures in black ink are written over three horizontal lines. The top signature is a stylized 'M' followed by a flourish. The middle signature is more complex, possibly reading 'Margaret Wood'. The bottom signature is a cursive 'Pinck & Co.'.A single handwritten signature in blue ink is written over three horizontal lines. The signature is cursive and appears to read 'Mark E. Fawcett'.