

**Tyngsborough Middle School Building Committee Meeting Minutes
December 16, 2020
Web-based Virtual Meeting - 6:30 PM**

Join Zoom Meeting

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Meeting ID: 818 0695 1301

+1 312 626 6799 [US]

Passcode: 438023

+1 646 558 8656 [US]

Building Committee Members Present/Absent *[8 voting members required for a quorum]*

Committee Member	Present	Absent	Late [time arrived]
Justin Sultzbach	✓		
Hillari Wennerstrom	✓		
Matthew Hanson	✓		
Rebecca Stanton	✓		
Anthony Tinnirella			✓ [6:42]
Michael Flanagan	✓		
Dominic Sementelli	✓		
Chris Pollet	✓		
Mark Branco	✓		
Burt Buchman	✓		
Amy Pozerski	✓		
Paul Mitchell	✓		
Todd Goodrich		✓	
Karen Cavanaugh		✓	
Joseph Messina	✓		

Guests: David Saindon [Leftfield], Hamdi Cobanoglu [Leftfield], Jim Rogers [Leftfield], James LaPosta [JC], Douglas Roberts [JC], Lauren Braren [JC], Eric Haggstrom [JC], Emily Czarnecki [JC]

1. Call to order

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Ms. Wennerstrom called the Building Committee [BC] meeting to order at 6:34 PM. Ms. Wennerstrom reminded the protocol regarding the remote video conference meeting. Mr. Saindon mentioned the "Zoom bombing" incident, which occurred last week during a Town ZBA Meeting. Mr. Saindon stated that before a different-enhanced platform is utilized in the interim, Leftfield will watch participant activity closely. If inappropriate content is seen or shared by the public, said participant would be removed from the meeting.

2. Vote to Approve Meeting Minutes

Leftfield prepared the meeting minutes from December 2, 2020, Building Committee Meeting and shared them with the committee on December 14, 2020. No comments were received regarding the meeting minutes.

Mr. Mitchell commented on the posting of the meeting agenda for the December 16, 2020 meeting. Mr. Mitchell said the agenda was not posted on the Town's website. During the meeting, we verified this. As a result, Mr. Hanson said, technically, the committee cannot approve any items in this meeting; however, the meeting can still occur. Mr. Saindon postponed the approval of the meeting minutes to the next building committee meeting in January 2021.

3. Review project budget, approve invoices & commitments

None for this meeting.

4. Designer/OPM Update

i. Review of work plan & milestone schedule

At the last committee meeting, JCJ and Leftfield presented a look-ahead work plan, and then it was shared with the committee. No comment has been received from the committee members regarding the work plan. The project team and Mr. Flanagan met [via zoom] with the project educational consultant regarding the educational visioning kick-off meeting. A follow-up meeting will be scheduled for January 2021.

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Leftfield also prepared a projected building committee meeting schedule which is aligned with the work plan. Mr. Saindon presented the committee's meeting schedule, and it will be shared with the committee via e-mail after the meeting. Meetings in January 2021 will be video conference meetings, and then the team will receive direction from the Town regarding the desired platform for a meeting; video conference versus an in-person meeting.

ii. Review of Town-owned parcels

Mr. Roberts from JCJ Architecture presented to the committee potential alternative sites, which is also a requirement to analyze and submit to the MSBA as part of the Preferred Design Program. He added that the MSBA has very few requirements for the site standards, and they are as follows:

- Town must own and control the site
- Site must meet the educational needs and minimize adverse impact to the community
- To the extent possible, the site shall be proximate to other facilities (libraries, museums, parks, natural resources, businesses) that would enhance the proposed educational program.
- The site shall be free of noxious pollution/contamination and avoid flood plains, wetlands, environmentally sensitive areas, and not be located within 1,000 ft of an active landfill.
- The site shall be located to efficiently and safely serve the intended school population and be appropriately sized for the proposed program and future additions.

Mr. Roberts also mentioned the site size recommendation by the Association for Learning Environments (A4LE), although it is not a

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requirement for the MSBA. According to the A4LE's recommendation, middle schools should have 20 acres (base) plus 1 acre for every 100 students. So, Tyngsborough Middle School's minimum acreage would be 25 acres to support the building footprint, parking needs, etc.

Mr. Saindon presented Town-owned properties to the committee. Mr. Saindon researched the Town-owned properties on the Tyngsborough GIS mapping system and filtered them as per their size. Most of the sites have wetlands. He said that he couldn't find a Town-owned property that would be feasible to host the site for the Middle School. Ms. Wennerstrom commented that this a great exercise, but when Tyngsborough was approved, they decided that it would be a building on the Middle School High School Campus. Mr. Saindon replied that looking at the alternative site options is not a requirement from the MSBA, but they [the MSBA] indicated that this exercise would be wise in terms of a community marketing point. Plus, the other site options would not be financially feasible due to the acquisition cost, abatement, and demolition of the old middle school, which would be deemed ineligible. From an educational standpoint, the Middle School and High School share each other's staff for certain educational programs and busing operations. As a result, operational costs would increase if the Middle School were built on another Town property.

Mr. Mitchell asked whether the Elementary School is feasible or not. Mr. Saindon repeated the MSBA ineligible costs for the abatement and demolition of the existing Middle School. He added there are more benefits to having a Middle School share a high school site versus a Middle School sharing a site with an Elementary School. Mr. Branco reiterated the Middle School and High School's educational plan, where it requires program and staffing the Middle School and High School to be on the same campus. Mr. Roberts showed the Tyngsborough GIS

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map for the Elementary School, and half of the land is wetlands, and the elementary school and sports fields use the other half. The team will do further research and report back to the committee in January 2021.

iii. Goal setting discussion

We received comments from Mr. Flanagan, Mr. Buchman, and Mr. Pollet before the meeting regarding the goal-setting discussion. These are the discussion points for the committee to set the project goals. Mr. Flanagan presented issues/opportunities that might be considered in the TMS project scope. These are:

- Resolve shared spaces and travel (music rooms, auditorium, TV media center)
- Preserve Gym, Central Office
- Access road is problematic and lack of loading dock at TMS
- Middle-Senior High School (improve HVAC and auditorium at THS)
- Other Town discussions (track replacement, fix baseball orientation, softball field, PEG Center)

Mr. Buchman presented his ideas. He would like to see an auditorium at the TMS that would be utilized more by the students for plays, parent meetings, etc. He also mentioned the shared spaces, especially in the arts. Maybe a combined media center that could be used by both student populations. He would like to see the central office stay in a central location for the combined campus.

Mr. Pollet presented his ideas about the project goal setting. He thinks that the Middle School should have its own gym, cafeteria, learning commons (media center), substantial arts area (art, music, technology), and outside learning areas. He also would like the middle school to access the auditorium in the high school easily. It can be done by either attaching the new middle school building to the high school building or

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having a shorter distance between them. He also mentioned expanding the band program in middle school, and he would like to see a band room in the middle school.

Mr. Sementelli mentioned the two stairwells at the back of the high school, and he would like to have a roof structure covering these stairwells. He said that these areas are flooded after snow and rainstorm, and he would like to include this scope in the TMS project scope.

5. Communication / Outreach

No update.

6. Public Comment

None.

7. Adjourn

The meeting was adjourned at 7:23 PM.