

Minutes

Present: Nancy McJennett (Chair); Tim Hult (Vice-Chair); Molly Battle; Suresh Bhatia; Brenda Finn; Ken Hoffman; Karen Sabatino; Judy Terry; Len Wetherbee; Jerry Wedge

Others Present: Ginny Lamere; Jan McGinn; Alex Pitkin; Joel Seeley; Pat Sinnott;

I. CALL TO ORDER AND GREETING

The meeting was called to order by Nancy McJennett at 6:05PM.

II. APPROVAL OF MINUTES

Minutes from the last meeting of February 15th were reviewed. A motion was made to approve the minutes by Karen Sabatino and seconded by Brenda Finn.

III. REVIEW COMMENTS AND QUESTIONS ON FACILITY TOUR

- a. The science labs were noted as outdated and a safety concern.
- b. Jerry Wedge indicated that he thought the Humanities building was in good condition.
- c. Nancy McJennett noted that the building in general is very well maintained. Judy Terry would like to make a special notation that considering the age of the building it has been well maintained. Brenda Finn summarized by noting that if the building needs to be repaired/replaced it is only because of the natural aging process.
- d. Tim Hult suggested the committee should take a trip to a high school that has new science facilities. Brenda Finn will work on making arrangements to view the Lincoln/Sudbury or Hudson high schools. Alex Pitkin suggested a daytime visit as the lighting might make a difference. It was suggested to arrange for the meeting to be held at the school being viewed and then tour the facility. Brenda Finn will try to arrange for a 5:00pm meeting.
- e. Jerry Wedge noted that the cafeteria floor condition has deteriorated.
- f. Joel Seeley indicated that it is important to remember impressions of the current high school building as we go through the process, without necessarily noting each one.
- g. Brenda Finn stressed that our students do not have the same experience as others because of inadequate facilities.

- h. The building usage report put together by Chuck Brown and Molly Battle was discussed. Suresh Bhatia indicated he would like to find out the actual usage schedule showing the dates and times used.
- i. The overall schedule of the feasibility committee was discussed. It was noted that the committee is on track.

IV. FINALIZE PROJECT GOALS

- a. Nancy McJennett asked for any comments on the SMMA Project Goals draft. Jerry Wedge raised questions on the wording of some of the goals. Joel Seeley will revise and provide a final draft at the next meeting.
- b. Judy Terry raised the issue of providing for a fully air conditioned building. A discussion ensued. Proposing for full air conditioning in the high school is seen as important.

V. PRESENTATION OF EDUCATION SPECIFICATION FINDINGS BY SMMA

- a. Alex Pitkin handed out a draft that included all subject areas, the number of classrooms, the amount of students, and square footage needed based on those projections.
- b. A discussion ensued over the enrollment number of 1350 being used.
- c. Karen Sabatino inquired as to the basis of the square footage numbers. Joel Seeley indicated that they are based on the state regulations. Discussion ensued regarding the capacity level.
- d. Joel Seeley indicated a final draft of the specification findings will be prepared and presented at the next meeting.
- e. Suresh Bhatia noted it would be beneficial to ask the administrators at Lincoln/Sudbury high school if they saw increased enrollments as the result of building the new facility.
- f. Jerry Wedge asked if the requested informal gathering space will be rolled in to the specifications. Alex indicated that it would.
- g. Alex Pitkin explained a little bit about the guidelines for state reimbursement. He noted that the state regulations allow for 155 sq. ft. per pupil. The districts are allowed 30-40% on top of that 155 sq. ft., however the districts need to justify that increase.
- h. Joel Seeley indicated that the MSBA will scrutinize the larger non-classroom spaces such as the auditorium, field house, etc.

VI. COMMUNITY INPUT

- a. Nancy McJennett brought up the timing of presenting to the community.
- b. Alex Pitkin asked if there are any other groups to which the committee should reach out to that have not been mentioned. The CCTV station was mentioned.

- c. Tim Hult asked about the timing on the Willard project. The CCHS project would ask for design funds in the spring 2006.
- d. Joel Seeley asked for clarification on community meetings. Is the committee reporting directly to the Community, or should the committee present to the School Committee and have them report to the community? It was noted that the feasibility committee should present to the community.
- e. Joel Seeley recommended the committee formulate its objectives and then present them to the community at meetings marking specific milestones. He recommended letting the community know which concepts will be discussed at the meetings. Len Wetherbee recommended reaching out to others besides those who attend the meetings, by media such as CCTV, newspapers, etc.
- f. Joel Seeley indicated that at the next meeting the committee will have some final documents from SMMA.
- g. Joel Seeley outlined the committees milestones:
 - i. The first milestone will be next week with the final drafts on goals and educational specifications.
 - ii. The second milestone will be the presentation of options with budgeted numbers.
 - iii. The third milestone will be the presentation to the School Committee of the preferred option.
- h. Karen Sabatino recommended identifying issues with emotional resonance that will affect how people will see this project, i.e. the driver's education situation, lack of sufficient emergency generators, sub-par and unsafe science labs, etc. She stressed that the CCHS message must be told in both facts and human terms.

VII. CONFIRM NEXT MEETING

- a. The next meeting was confirmed for March 15th at the Ripley Building in conference room #1.

VIII. ADJOURNMENT

- a. A motion was made by Len Wetherbee to adjourn the meeting and was seconded by Judy Terry. The meeting was adjourned at 8:04 PM.

Respectfully submitted,

Eileen Comeau
Approved 3/15/05