Town of Reading
Meeting Posting with Agenda

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2024-03-25 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 the Select Board Meeting Room of Town Hall and remotely via Zoom:
Join Zoom Meeting
https://us06web.zoom.us/j/83258818338
Meeting ID: 832 5881 8338
One tap mobile
+16465189805,,83258818338# US (New York)
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Dial by your location
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Find your local number: https://us06web.zoom.us/u/kddTyOnvlB

AGENDA:

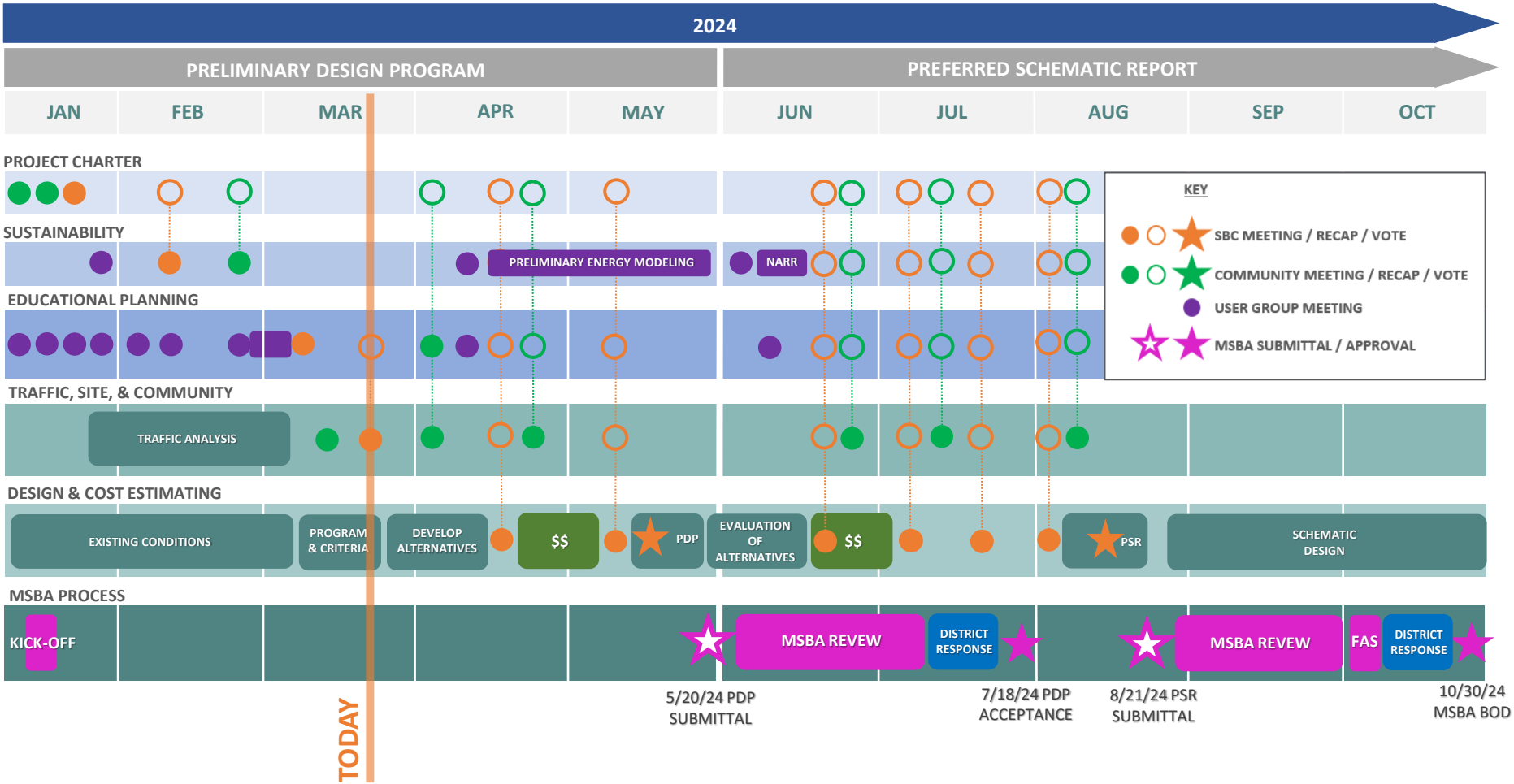
- Call to Order
- Public Comment
- KSBC Liaison Reports
- School Tours
- Designer Report
    - Tasks Completed
    - Traffic Study Report
    - Existing Conditions Assessments Report
    - Traffic and Site Community Meeting Recap
    - Next Steps
- Call with MSBA Recap
- Warrant/ Invoices (possible vote)
- Approval of Prior Meeting Minutes
- Future Agenda Items and Next Meeting Dates

"A PLACE WHERE **EVERYONE BELONGS**"

TASKS COMPLETED

- **Traffic Study** – Completed; presentation today
  - First Traffic Community meeting held on 3/18/24
  - Second Community meeting schedule for 4/1/24
- **Existing Conditions Assessment** – Completed; presentation today
- **Preliminary Alternatives** – In Progress; will present to SBC on 4/8/24
- **Educational Program** – In Progress
- **Geotechnical Investigation** – Scheduled for mid-April with final report expected late May

PRELIMINARY **FEASIBILITY STUDY** WORK PLAN



EXISTING CONDITIONS ASSESSMENT DISCIPLINES

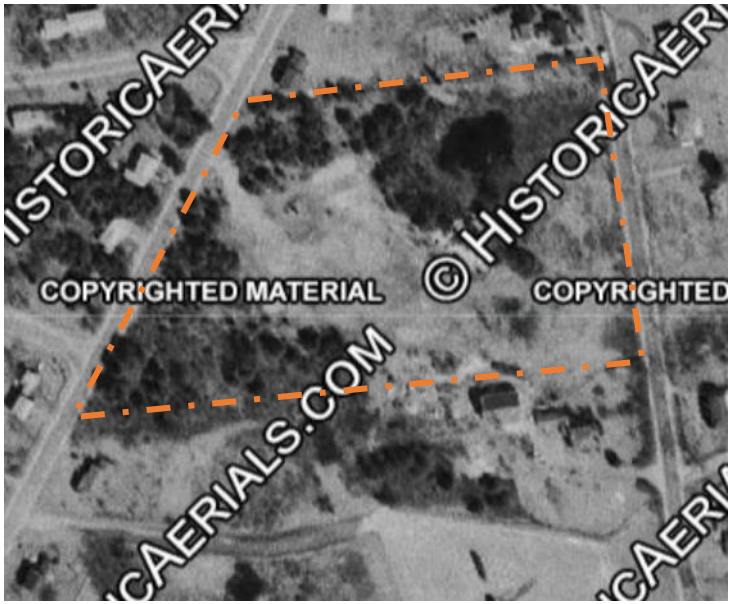
- Environmental
- Civil
- Structural
- Building Systems
- Building Envelope
- Interiors
- Code
- Hazardous Materials
- Geotechnical report is pending

EXISTING CONDITIONS ASSESSMENT PROCESS

- Document review – existing drawings, AHERA report, town GIS system, utility records
- Site Visits January 2024
- Questionnaires and Discussions with Reading Facilities Dept
- Records review with Reading Health Department, Reading Fire Department, and utility companies
- Database search of state and federal sources
- Sampling and testing of potentially hazardous materials

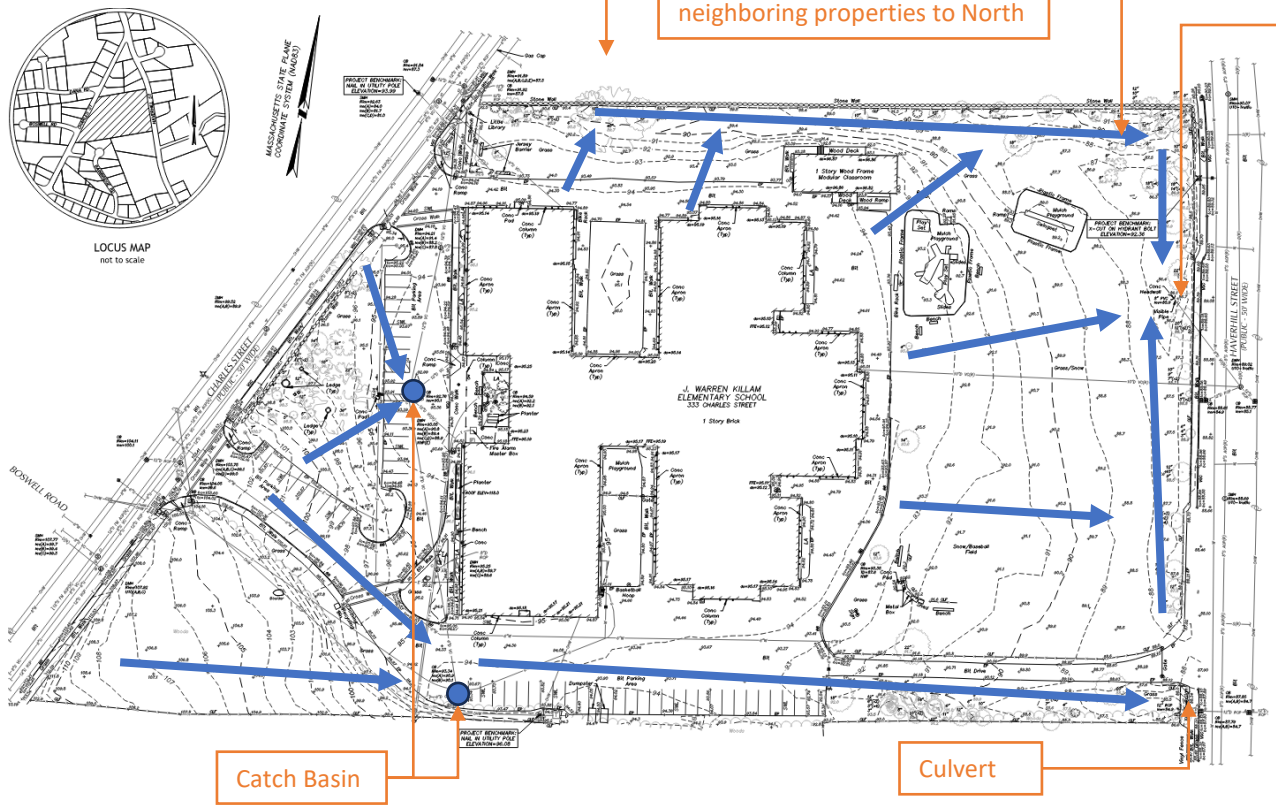
ENVIRONMENTAL

- Prior use was undeveloped land.
- Based on review of government databases, there is no reported release of oil of hazardous materials documented on the property.
- Site was observed for evidence of environmental contamination, such as dumping, hazardous substances or petroleum contamination, mold, etc.
- No Recognized Environmental Conditions (RECs) were identified.
- *Recommendation: no environmental mitigation required.*



1965 Aerial image of the Killam site

SITE STORMWATER & SANITARY



Recommendations:

- *New stormwater treatment and management system*
- *Further investigation to assess condition of underground sanitary piping.*
- *Assume replacement of sanitary piping due to age of the system, pending further investigation.*

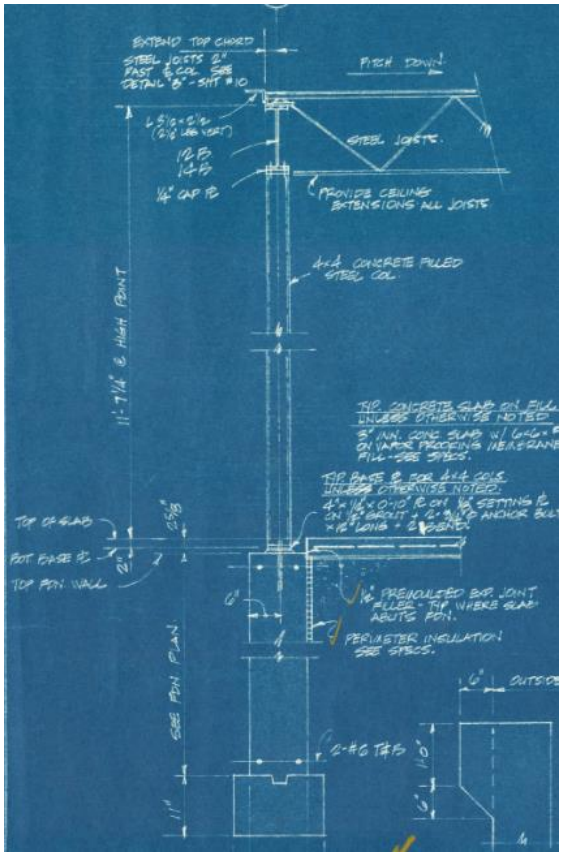
SITE REGULATORY

- Not in the 100-year floodplain
- No wetlands within 200’ of the site.
- No protected wildlife habitat
- Parking requirements: 1 per staff + 1 per 7 children (est. total 211)
- Regulatory Reviews Required:
  - Site Plan Review
  - Zoning Board of Appeals (if parking variance sought)
  - Stormwater Management Permit
  - EPA Permitting during construction

STRUCTURAL SYSTEM

- Structure is generally steel with concrete-filled hollow structural steel columns embedded in CMU walls. Horizontal spans consist of open-web steel joists and wide-flange beams.
- Foundations are strip and spread footings.
- Slabs are slab on grade.
- Roof decks are steel.

Gym roof framing

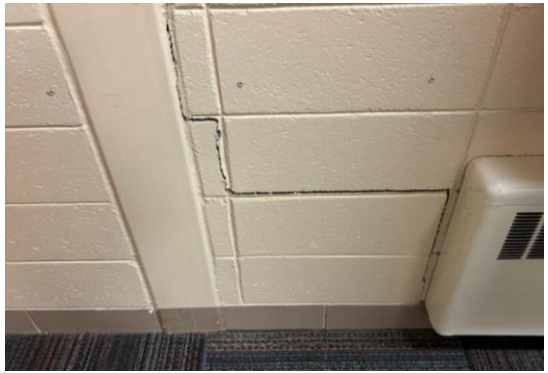


Typical framing wall section

STRUCTURAL SYSTEM

- The joint between Parts A and B of the building was built without an Expansion Joint where there should be one. Differential movement of the two parts of the building has caused damage to the walls.
- No other major structural issues. Issues identified for maintenance and repair are minor.
- *Recommendation: Further investigation of foundation settling. Install Expansion Joint between Parts A and B of the building.*
- Seismic: Depending on the level of alterations, significant seismic upgrades may be required. Based on initial planning, it is likely that the renovation **WOULD** trigger this requirement.
- *Recommendation: Assume full seismic upgrades.*

Differential movement at missing E.J.



Cracks due to settling of foundation

PLUMBING & FIRE PROTECTION

- Water is not potable due to lead discovered in water testing. Source of contamination is unknown – could be from city water mains, underground water service pipes, solder used in water piping, or materials in specific faucets and valves.
- Plumbing fixtures are original to the building, inefficient, and do not meet current accessibility codes.
- While the piping is in acceptable condition, it is nearing the end of its expected life.
- No sprinkler system
- *Recommendation: replace all plumbing fixtures and piping. Identify source of lead contamination and mitigate. Provide sprinkler system as required by code due to major renovation.*

"Hand Washing Only" sign at sinks

MECHANICAL

- Building heating system is served by natural gas fired boilers to produce hot water which is distributed to a variety of heating devices (CUH, FCU, Unit Ventilators, Finned Tube Radiators).
- Some spaces are air conditioned with mini-splits.
- Many components of the system are at the end of their life.
- Some teaching spaces lack ventilation.
- *Replace entire mechanical system and controls with a new high-efficiency system that meets current codes.*

FCU at Gymnasium

Mini-split in STE Classroom

ELECTRICAL

- All main electrical equipment is from 1968 and is beyond its useful life. Branch circuitry is inadequate for today's educational needs. *Replace electrical system in its entirety. Separate branch electrical rooms from janitor's closets.*
- Fire alarm device coverage does not appear to provide adequate coverage for the building. FA panel is past its useful life. *Replace FA system in its entirety.*
- Lighting is inefficient and does not meet user needs. *Replace all lighting with new to meet code requirements and educational needs.*

Electrical room doubles as Janitor's closet

Typical corridor lighting is dim and uneven.

BUILDING ENVELOPE

- Typical exterior walls:
  - Single wythe brick veneer with concrete pilasters
  - CMU block backup
  - Air space, dampproofing, and flashing provided
  - **No insulation**
- Extensive deterioration of grout at the north façade may indicate a blocked wall cavity.
- *Recommendations:*
  - *Investigate condition of cavity walls.*
  - *Assume re-cladding the building in order to insulate and provide a façade system that will last another 50-80 years.*
  - *Seismic code may require reinforcement of masonry walls*

Typical facade

Deterioration of masonry at North facade

BUILDING ENVELOPE

- Standing seam metal siding is in poor condition with original finish worn off and extensive denting. *Re-clad*
- Multiple different window systems. Original windows are steel-framed, single glazed, non-thermally broken and are in poor condition. *Replace all windows.*
- Exterior doors and frames are in poor condition, with extensive rusting. *Replace all doors.*
- Roof was replaced in 2013 with a PVC membrane roof. The roof is in good condition and could be maintained for another 10-15 years.

Standing seam façade.

Windows in poor condition.

INTERIORS

- Interior finishes are aged and well past their expected lifespan.
- Casework is in poor condition and does not meet accessibility requirements.
- Interior doors are in poor condition and door hardware does not meet accessibility requirements.
- Interior windows are wired glass, which is no longer permitted in schools.
- *Recommend a full gut demolition of all interiors and replacement with new.*

Typical classroom interior finishes.

Typical interior corridor finishes.

CODE

- No issues with egress compliance.
- Sprinklers will be required to be added.
- FA system likely required to be replaced.
- Seismic upgrades required if Level 3 Alterations
- Energy Code: alterations must comply with the current code, but the full building is not required to be upgraded.
- *Full Accessibility upgrades required:*
  - *toilet rooms*
  - *door hardware*
  - *stage must be made accessible*
  - *library pit removed or made accessible*
  - *classroom sinks must be made accessible.*

Stage is not currently accessible

Classroom sinks lack knee space

HAZARDOUS MATERIALS

- **Asbestos**
  - Asbestos present in floor tiles, mastic, insulation, window caulking.
  - *Abate Asbestos Containing Material (ACM) and disposed of properly during a renovation or demolition of the existing building.*
- **Mercury**
  - Tubes in light fixtures, thermostats, signs, and switches are assumed to contain mercury. *Dispose of based on EPA regulations.*
- **Lead Based Paint (LBP)**
  - Assume that lead is present in paint on metal and wood surfaces. *Complete a LBP survey. Any LBP in the Pre-K area must be mitigated.*
- **Mold & Radon** - Very low levels detected
- **PCBs** - No PCBs over the regulatory level were found.

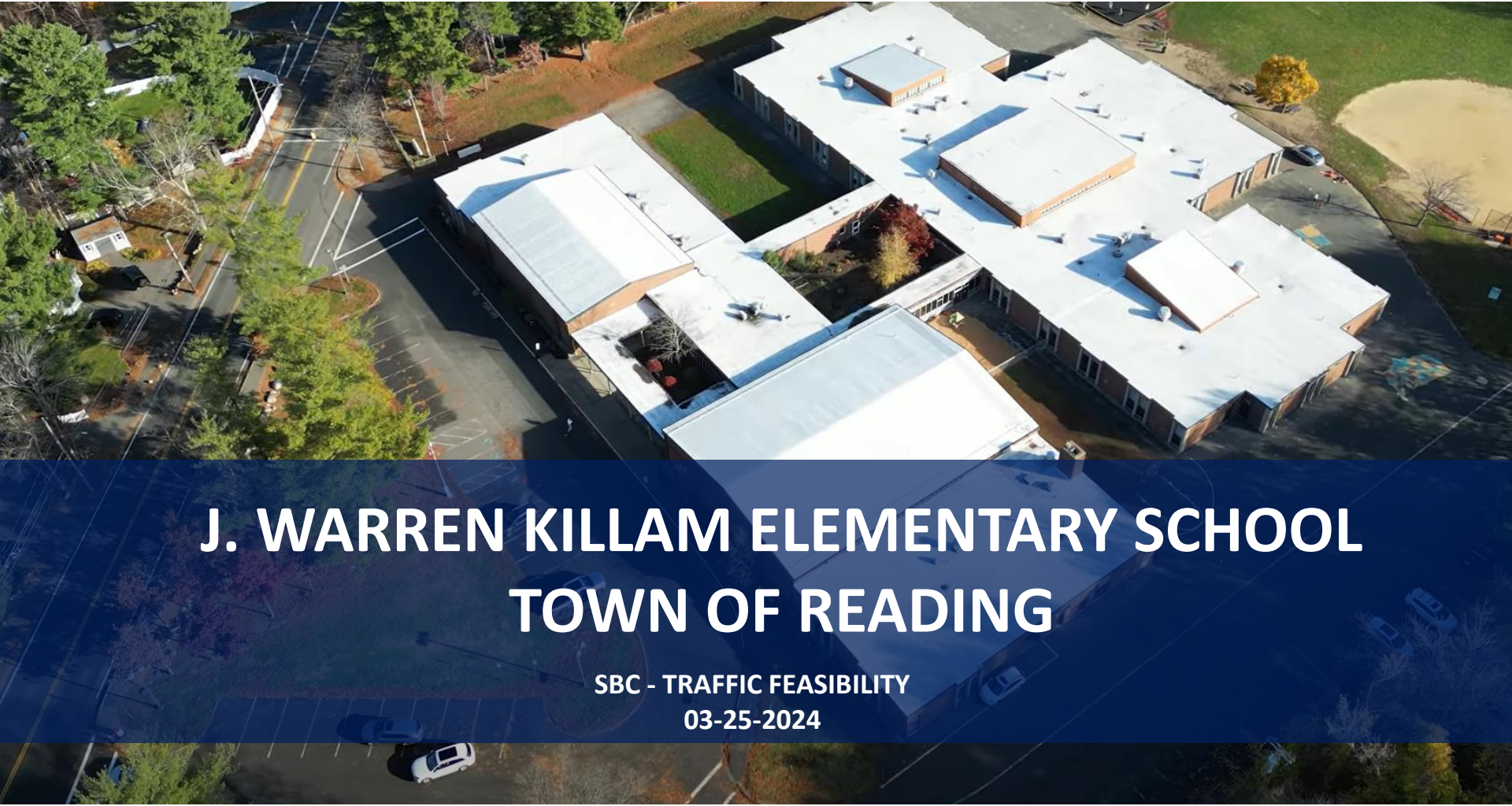
PROGRAM

- Classrooms do not meet MSBA minimum size requirements.
- Gymnasium is under-sized by 50%
- Insufficient support and SPED space.
- Additional 40,000-60,000 SF required to meet space program. (depending on Pre-K option)
- Insufficient room on site to retain the existing building, add new program space, and provide a field.

	Existing	Option 1 4 RISE	Option 2 12 RISE
Total NSF (Net Square Feet)	44,134	67,996	82,051
Total GSF (Gross Square Feet)	**60,558**	**102,954**	**122,649**

EXISTING CONDITIONS SUMMARY

- **Program spaces** are undersized
- **Building systems** are at the end of their life and should be replaced.
- **Building envelope** does not meet seismic or energy efficiency requirements and should be replaced.
- **Interiors** are at the end of their life and should be replaced.
- If the entire existing building were retained and a 2 or 3-story addition added, there would be **no room on the site for a field and limited space for parking, drop-off, and play areas.**
- *Renovation option recommendation:*
  - *Retain only the classroom wing in order to create enough space on the site for a small field.*
  - *Strip the building down to only structure. Provide new exterior walls and cladding, building systems, and interior fit-out.*



J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

SBC - TRAFFIC FEASIBILITY

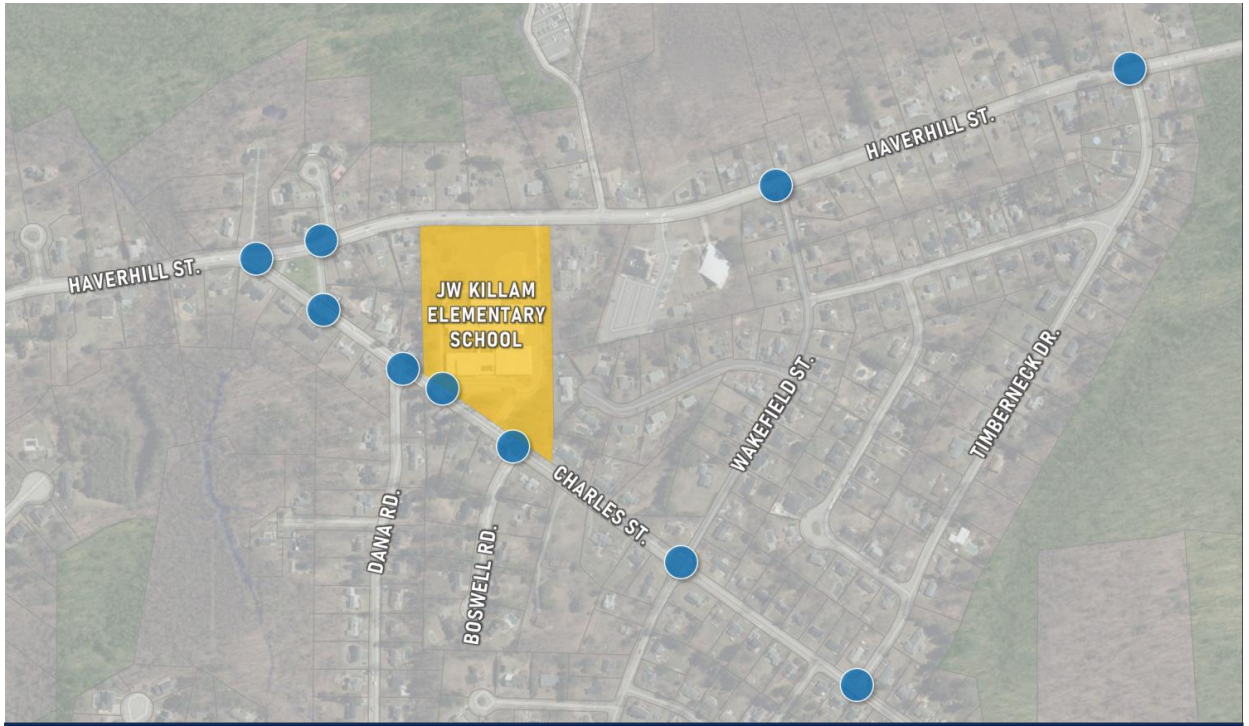
03-25-2024

AGENDA

- **Study Area**
- **Existing Conditions**
  - AM/PM Observations
  - Surrounding Roadway Network
  - Crash History
  - Traffic Counts / Speed Studies
- **Public Outreach Findings**
- **Preliminary Recommendations**

STUDY AREA

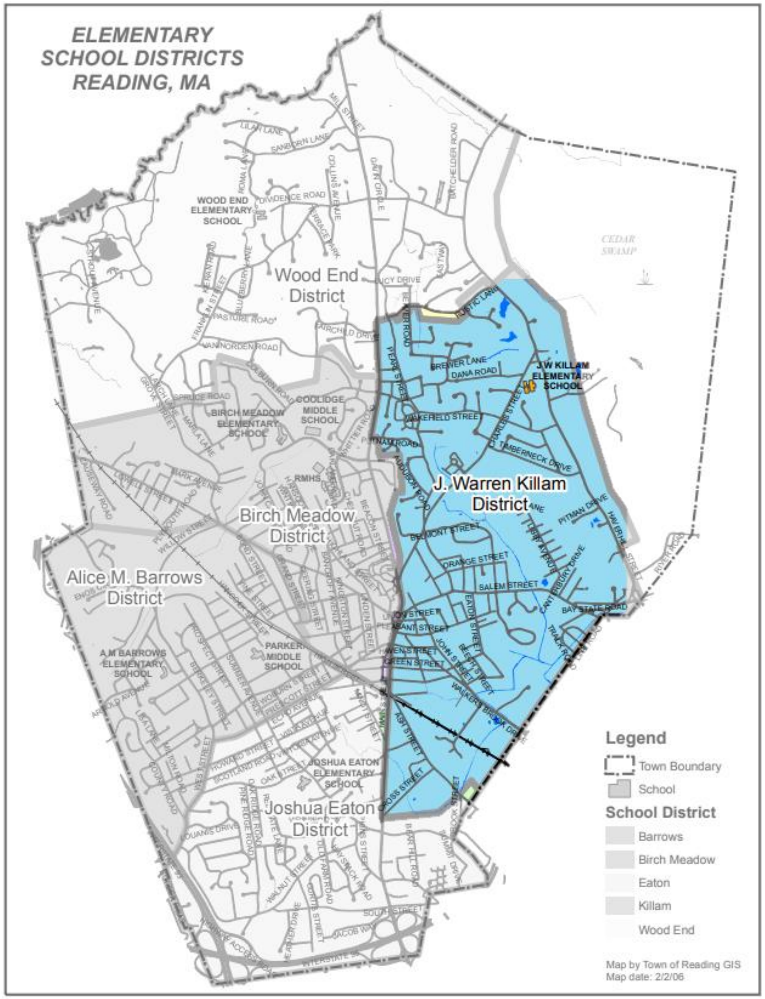
We're looking at ways to improve on-site circulation and accessibility.



As well as looking at the greater roadway network to improve traffic congestion and multimodal safety/connectivity.

EXISTING CONDITIONS

Grade Breakdown	Existing # Students
K-5	420
Pre-K	30



DATA COLLECTION EFFORTS TO DATE

Morning Arrival (AM) / Afternoon Dismissal (PM) Observations

- What does traffic congestion currently look like at the site and in the surrounding neighborhood?

Roadway Network Inventories

- What are the current deficiencies off-site that limit accessibility and pose safety concerns?

Crash History

- Are there areas with known safety issues that may worsen with a growth in enrollment?

Traffic Counts / Speed Studies

- How do we accommodate growth in enrollment on the surrounding roadways? Are there roadways better suited for access/egress?

AM/ PM OBSERVATIONS

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TOWN OF READING

AM ARRIVAL OBSERVATIONS

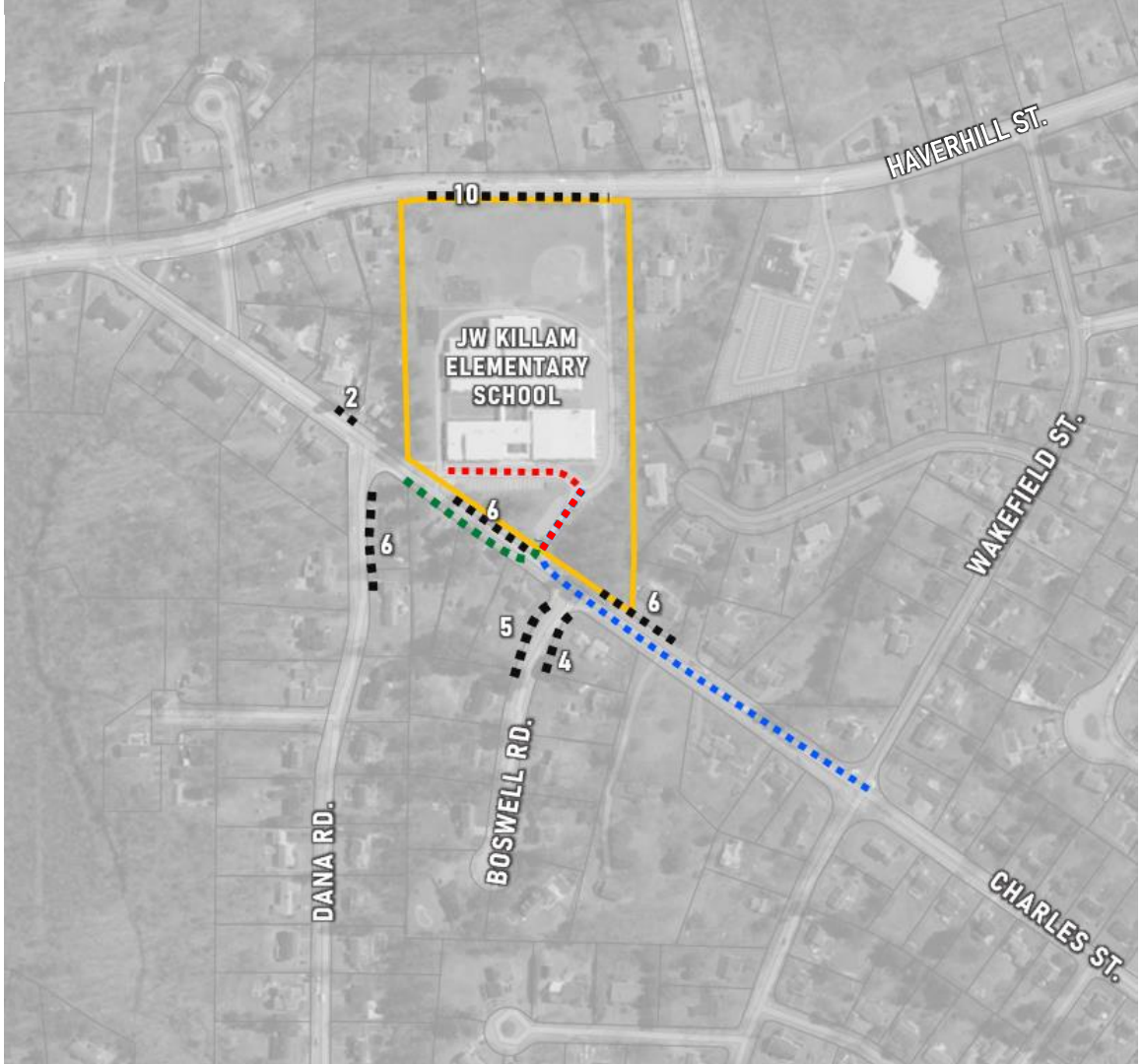
On-site drop-off zone
16 vehicles

Southbound queued vehicle
10 vehicles

Northbound queued vehicle
27 vehicles

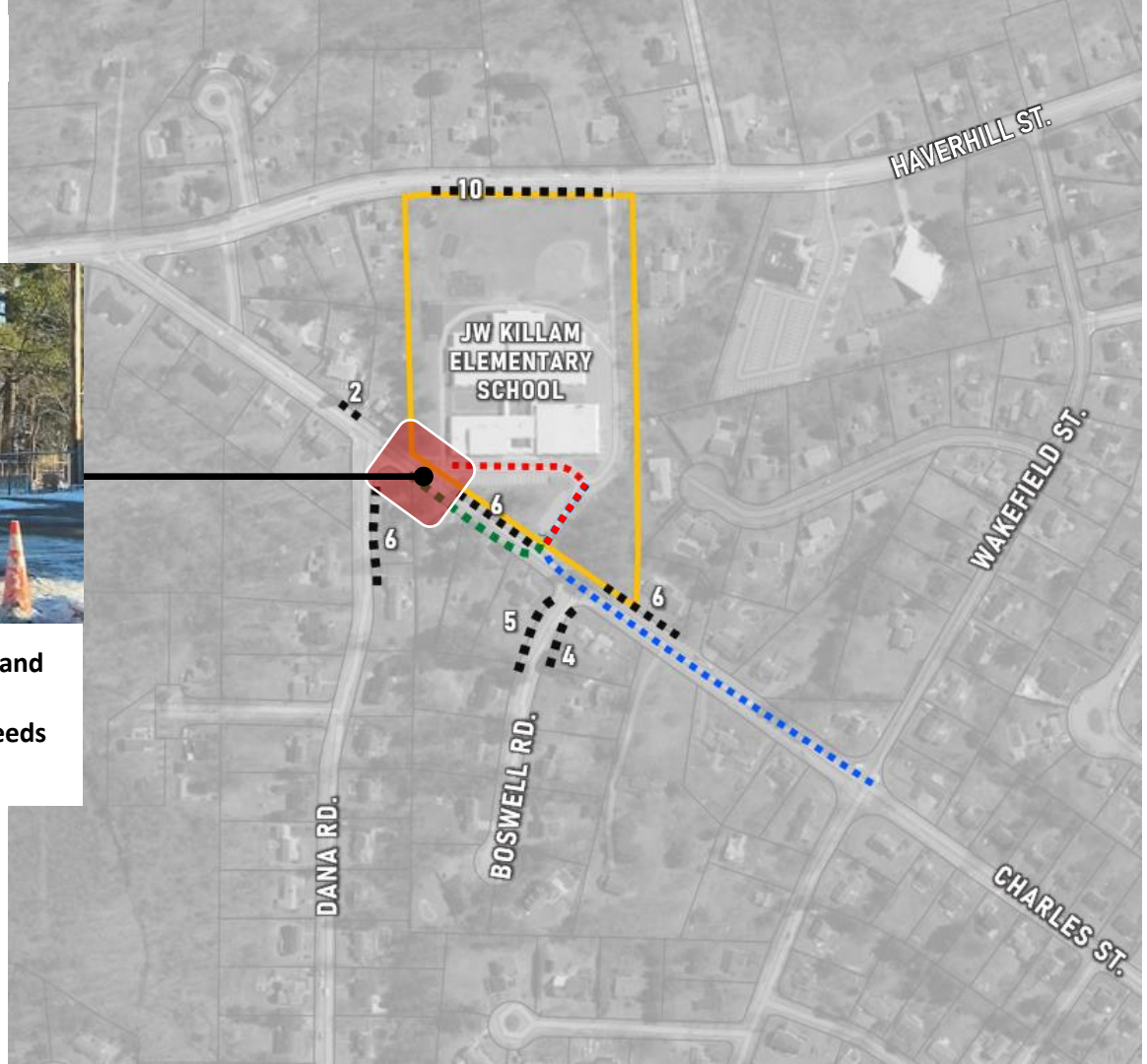
On-street parked vehicle
39 total surrounding roadway network

92 Vehicles at Peak



AM ARRIVAL OBSERVATIONS

- **Frequent crossings result in longer service rates and queue lengths.**
- **Large turning radii encourages faster turning speeds**
- **Offset crosswalk limits sight distance**

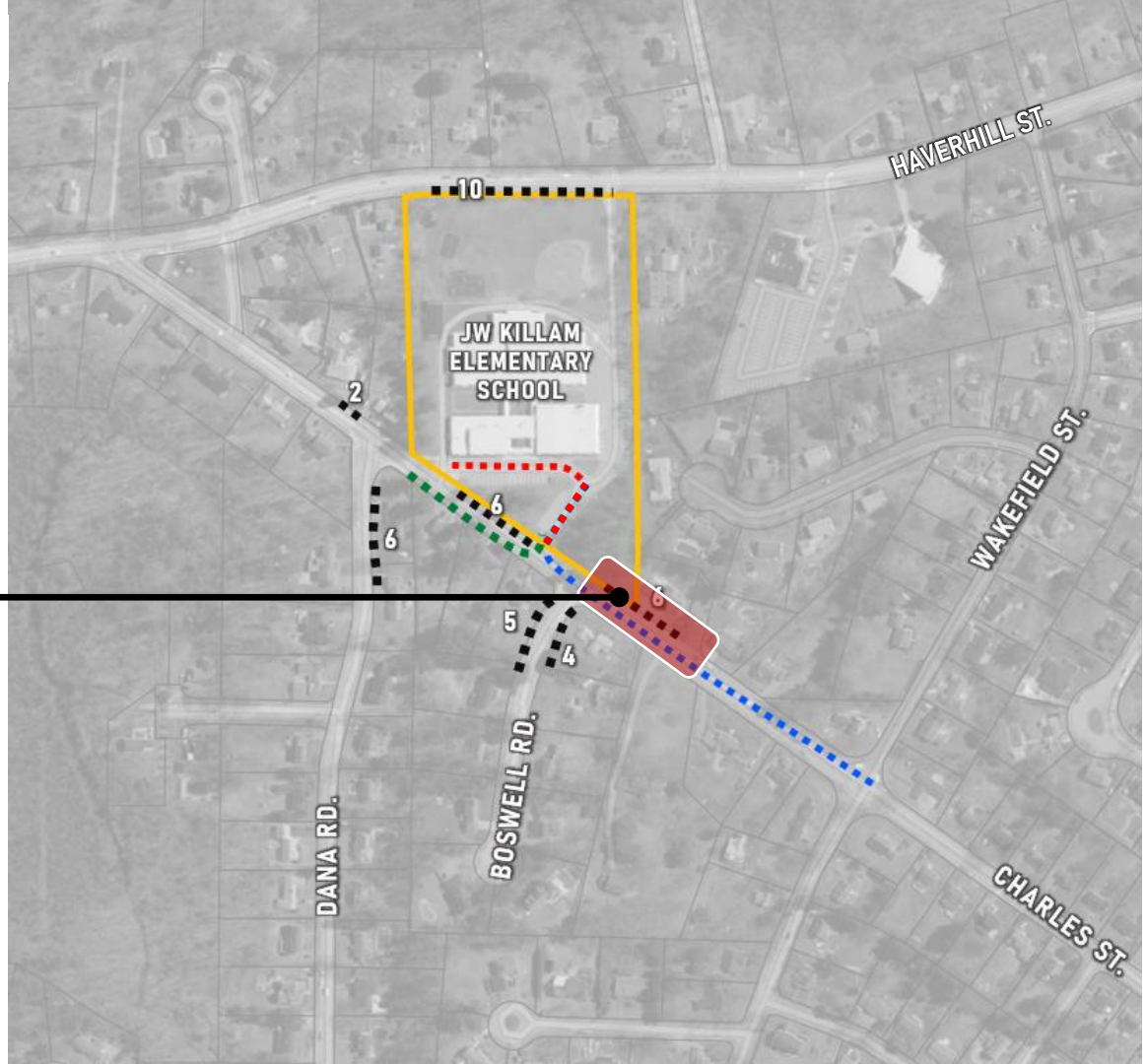


AM ARRIVAL OBSERVATIONS

- **Queued vehicles restrict pedestrians in crosswalk**

AM ARRIVAL OBSERVATIONS

Vehicles parked along eastern side of Charles Street must mount the grass buffer to provide enough room for thru vehicles. This poses concern for pedestrians in sidewalk.

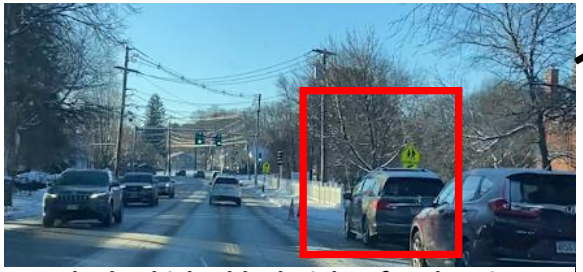


AM ARRIVAL OBSERVATIONS

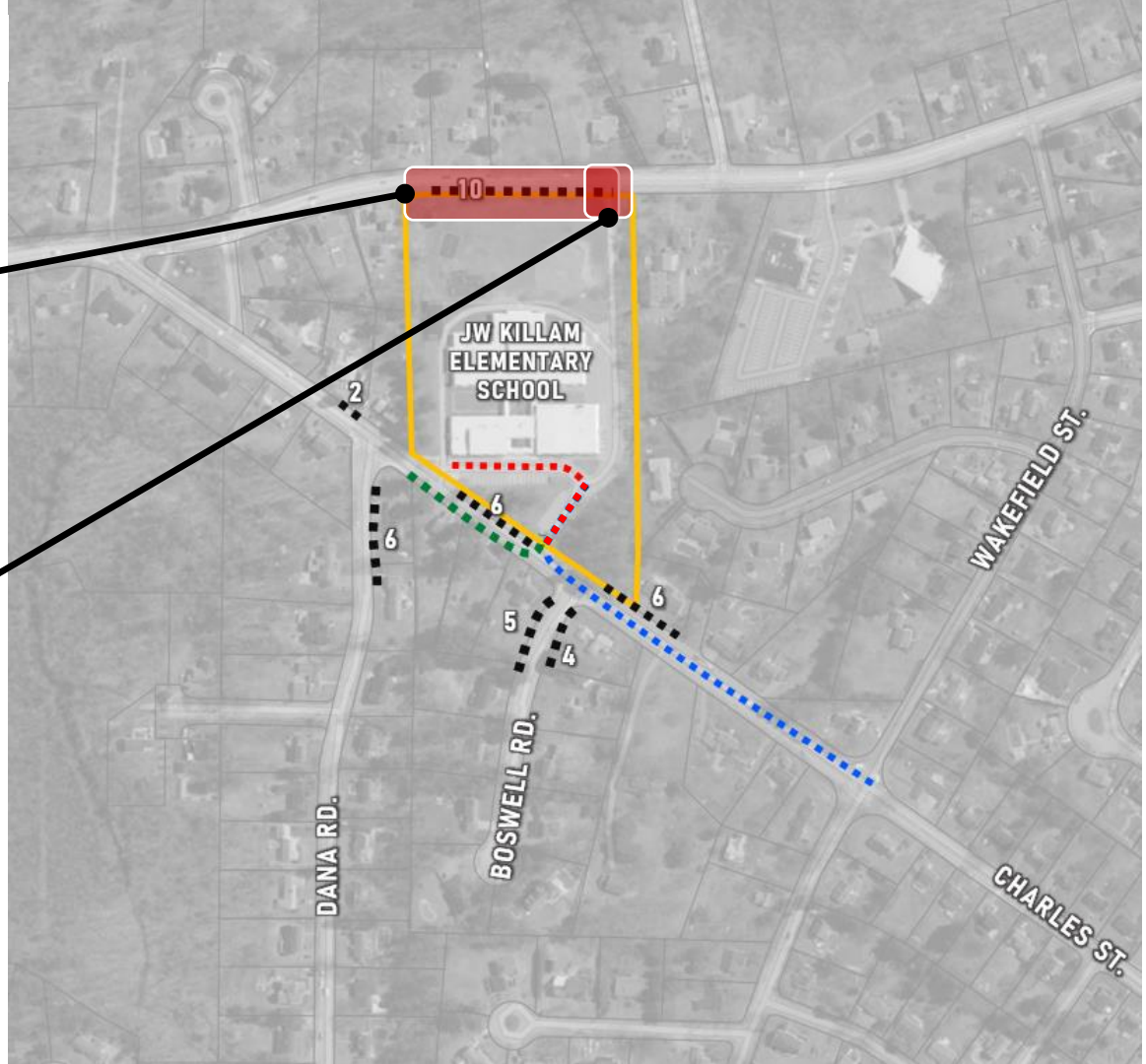
At the height of the arrival period, queues were observed to extend just shy of Wakefield Street. From the back of the queue to the entrance, was a 6:10 rolling queue.

AM ARRIVAL OBSERVATIONS

High turnover in on-street parking creates weaving and congestion



Parked vehicles block sight of pedestrians (especially young children) on this busy and high-speed roadway.



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TOWN OF READING

PM DISMISSAL OBSERVATIONS

On-site bus pick-up zone
3 busses

On-street parked vehicle
115 total surrounding roadway network

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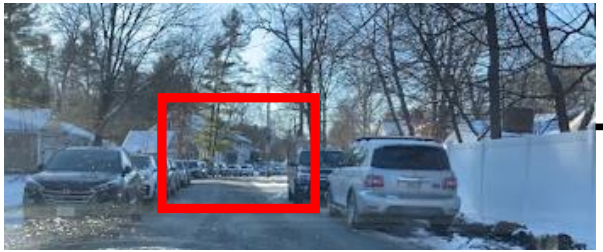
PM DISMISSAL OBSERVATIONS



Parking on both sides of Charles Street, Dana Road, and Boswell Road narrows the travel way and creates potential for head-on and sideswipe collisions.

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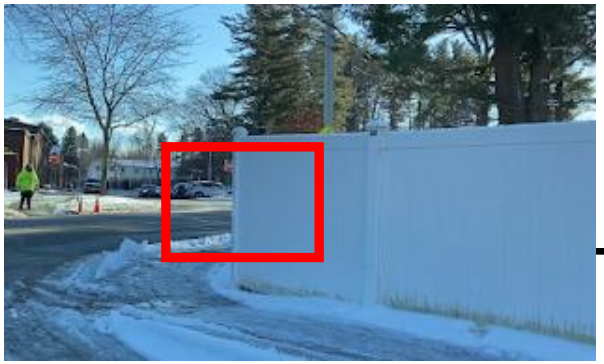
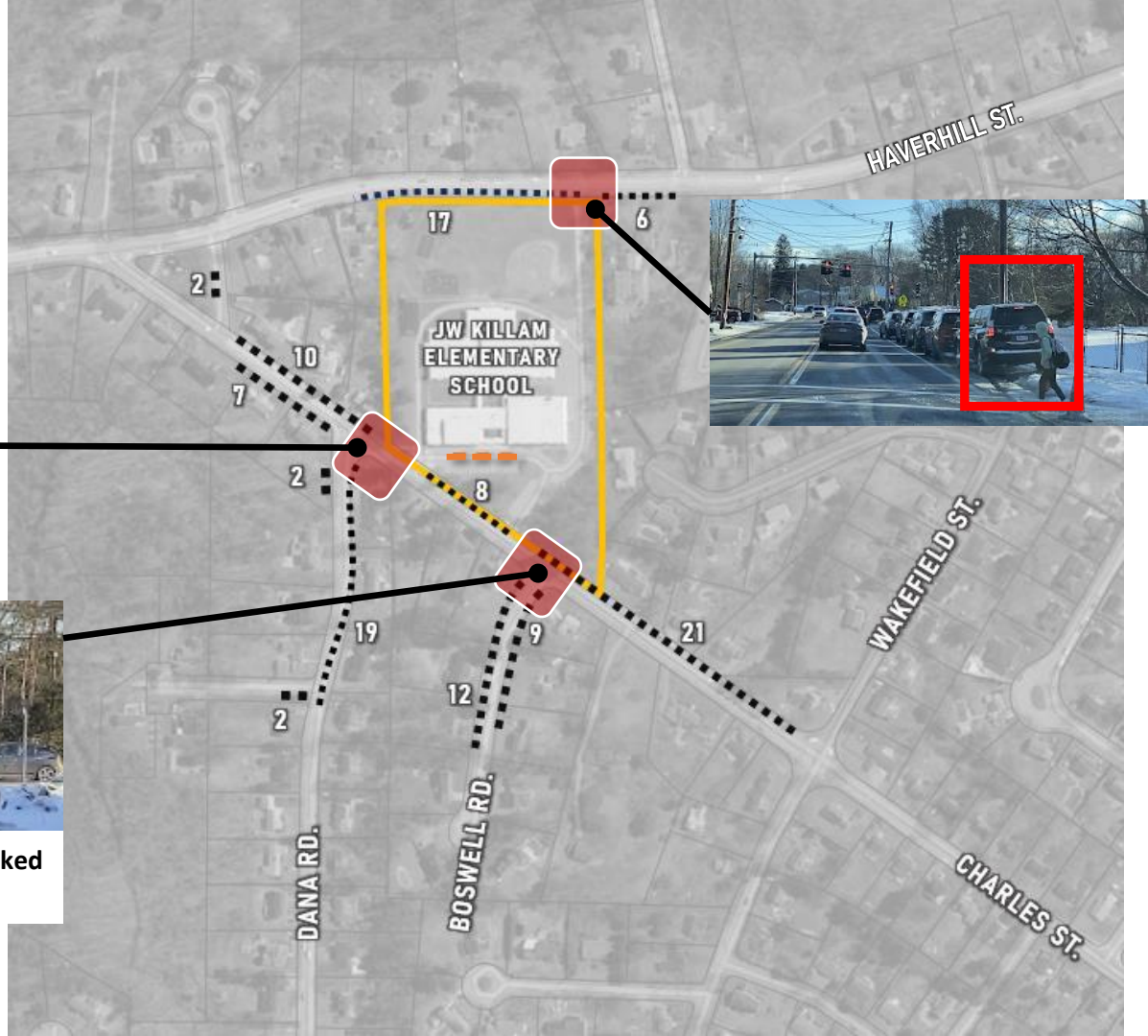
PM DISMISSAL OBSERVATIONS



Sight distance issues caused by obstructions and parked vehicles.



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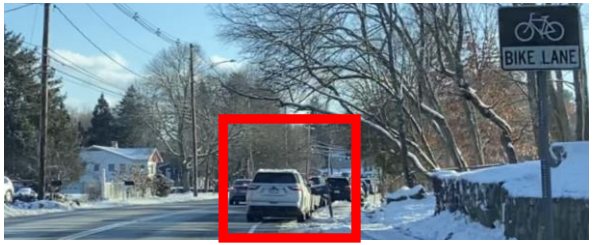
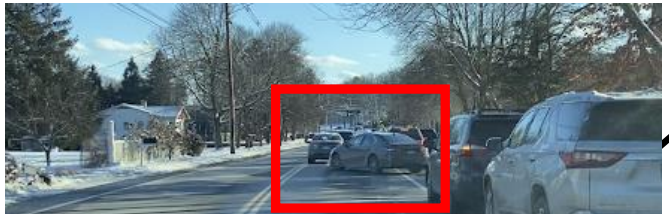
PM DISMISSAL OBSERVATIONS



Parked cars extend beyond the provided parking area and jut into the travel way and bike lane.



High turnover in on-street parking creates weaving and congestion

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PM DISMISSAL OBSERVATIONS

Vehicles observed mounting green buffer and at points were observed within sidewalk resulting in pedestrian safety concerns.

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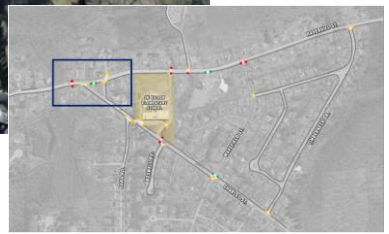
SURROUNDING ROADWAY NETWORK

EXISTING DEFICIENCIES

- No ramps - inaccessible.
- Static signage
- No advance signage

- Poor sight lines to south
- High speeds on Haverhill Street
- Faded crosswalk marking.
- Static ped warning signage only
- Ramps lack detectable warning panels.

- Poor sight lines to north.
- Long crosswalk.
- Ramps lack detectable warning panels
- Large curb radii promotes high turning speeds onto Charles Street.



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EXISTING DEFICIENCIES

- Poor sight lines due to parked vehicles.
- Faded crosswalk marking.
- Static ped warning signage only
- No ramps present.
- High speeds along Haverhill Street.

- Poor pedestrian ramp.
- Check pedestrian phase timing.

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EXISTING DEFICIENCIES

- Crossing guard location.
- Ramps lack detectable warning panels.
- Static ped warning signage provided.
- Poor sight lines from Dana Road and driveway.
- Large radii encourage faster turning speeds out of driveway.

- Very long crosswalk.
- Large radii encourage high turning speeds out of driveway.
- Ramps lack detectable warning panels.

- Ramps lack detectable warning panels.
- Parked cars block view of peds waiting to cross towards school.

Vehicles observed mounting curb of grass buffer posing safety concerns for students on sidewalks

Killam Elementary School

Charles Street

Charles Street

On- street parking constrains area and restricts emergency vehicle access.

On- street parking constrains area and restricts emergency vehicle access.

Dana Road

Boswell

- Very long crosswalk.
- Large radii encourage high turning speeds.
- Ramps lack detectable warning panels.
- Poor sight distance to southeast.

- Crossing guard location.
- Ramps in poor condition, lack detectable warning panels.
- Static ped warning signage provided.
- Poor sight lines from Boswell Road and Charles Street south due to parked vehicles.

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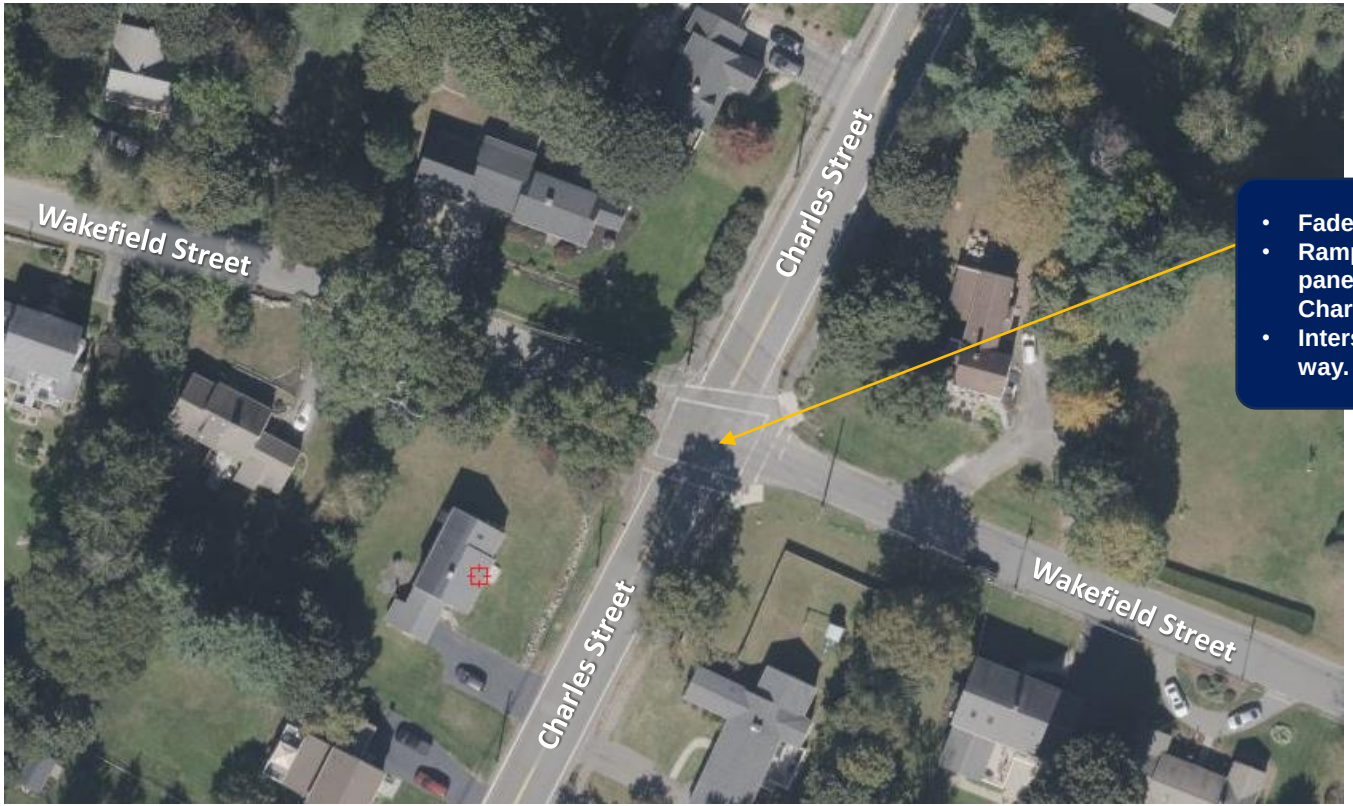
EXISTING DEFICIENCIES



- Faded crosswalk markings.
- Ramps lack detectable warning panels on southwestern side of Charles Street.
- Intersection presents itself as a four-way.

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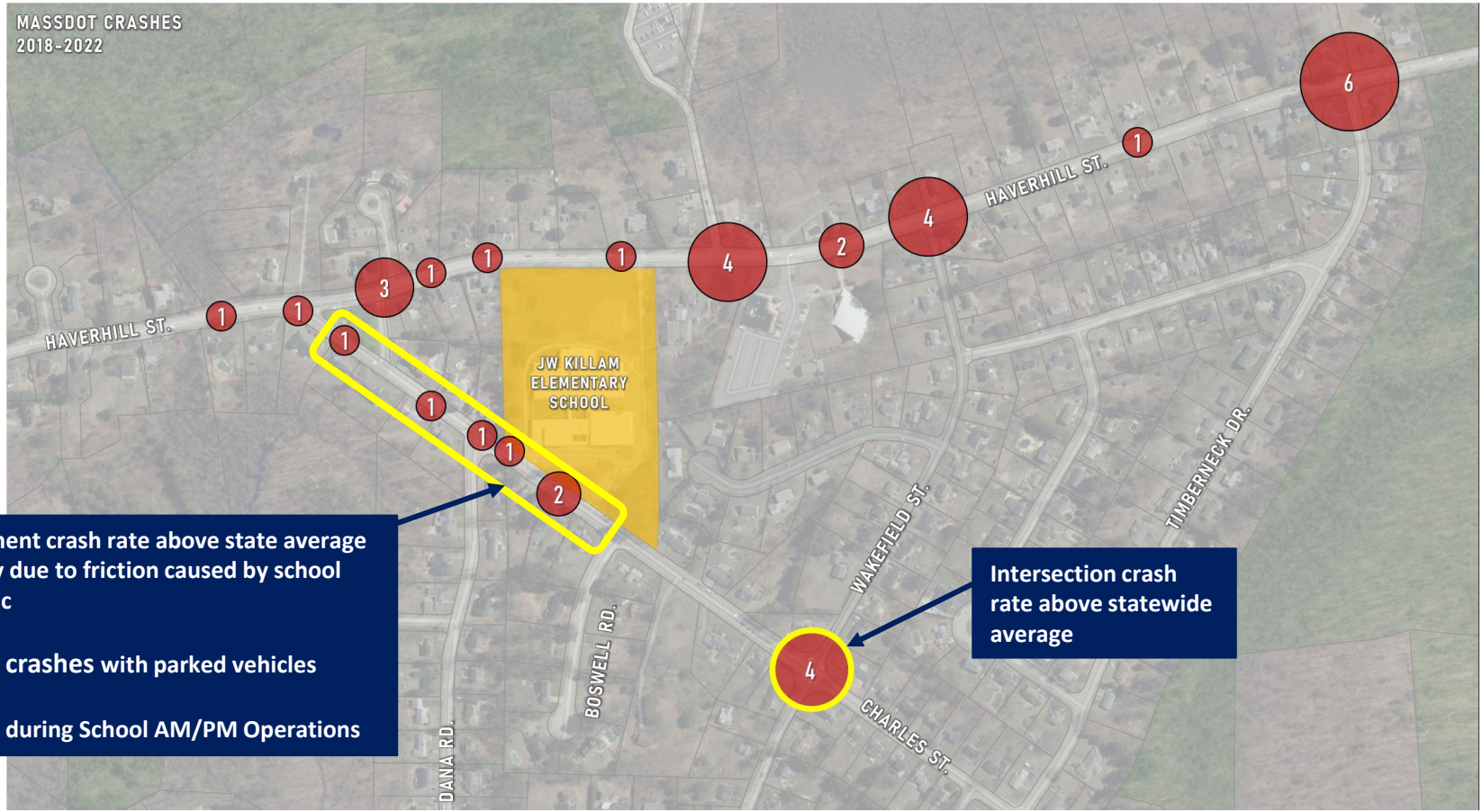
CRASH HISTORY



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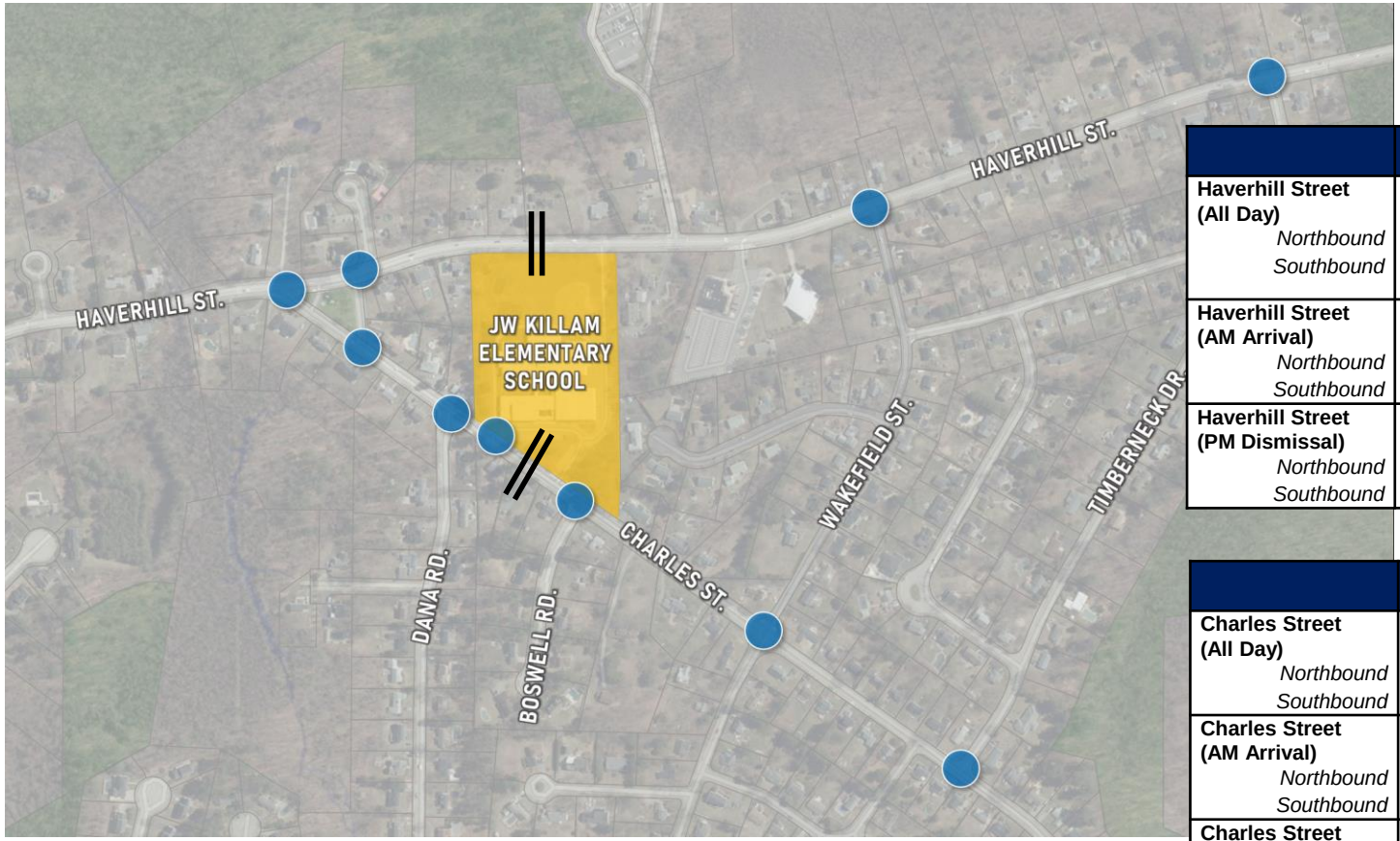
TRAFFIC COUNTS AND SPEED STUDIES



	Enforced Speed Limit	85th Percentile Speed
Haverhill Street (All Day)		
Northbound	35	42
Southbound	35	39
Haverhill Street (AM Arrival)		
Northbound	20	40
Southbound	20	37
Haverhill Street (PM Dismissal)		
Northbound	20	39
Southbound	20	37

	Enforced Speed Limit	85th Percentile Speed
Charles Street (All Day)		
Northbound	30	35
Southbound	30	33
Charles Street (AM Arrival)		
Northbound	20	28
Southbound	20	27
Charles Street (PM Dismissal))		
Northbound	20	23
Southbound	20	30

J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

SUMMARY OF EXISTING CONDITIONS

Pedestrian Safety

- Parked cars encroach on sidewalk and travelway
- Restricted sight distances at pedestrian crossings
- Accessibility issues due to missing or incompliant ramps

Off-Site Queuing/ Parking

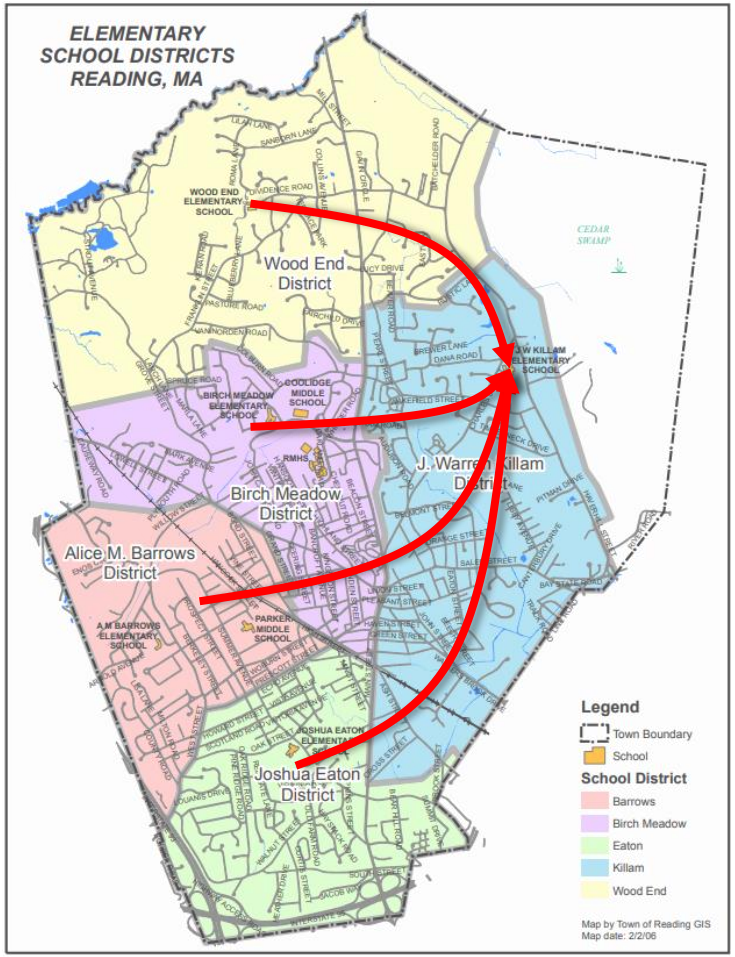
- On-site drop-off queue extends onto Charles Street, causing long delays
- Queued parent vehicles block through traffic
- On-street parking in PM causes congestion, restricts emergency vehicle access, and creates potential for collisions

Haverhill Street Speed & Volume

- High speeds and volumes along Haverhill Street in AM and PM
- Parking maneuvers on Haverhill Street cause congestion and risk of collision

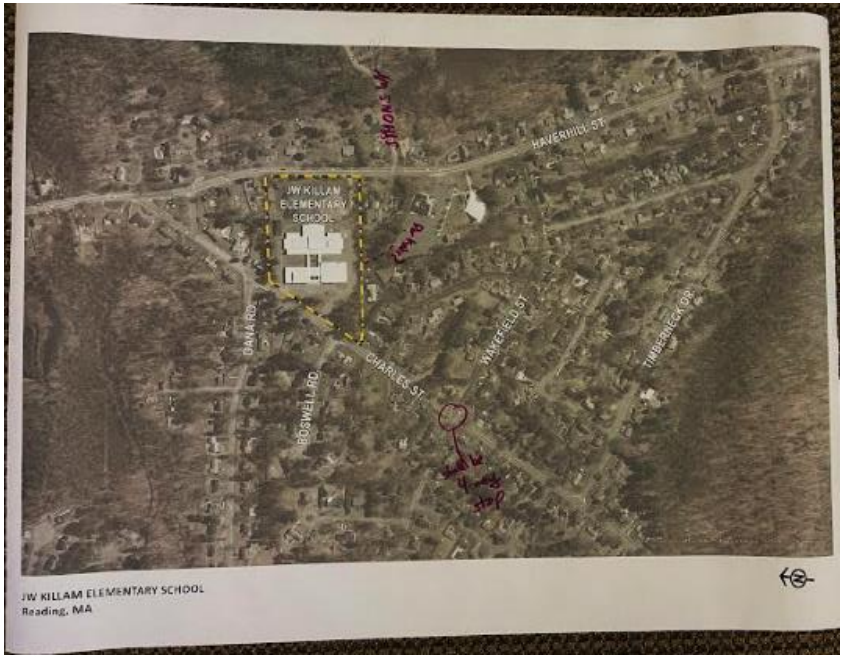
ENROLLMENT OPTIONS

Grade Breakdown	Existing # Students	Potential # of Students	Net Increase # of Students
K-5	420	455	**35**
Pre-K	30	60 – 180	**30 -150**



PUBLIC FEEDBACK

- Desire to address safety concerns, particularly speed and sidewalks
- Need to balance the needs of the school and the neighborhood
- Maintain to best ability the sense of community that currently exists through parent pick-up



GOALS OF THE TRAFFIC STUDY

Improve Pedestrian Safety

- Improve pedestrian visibility and accessibility through improved sidewalks, ramps, and crosswalks

Alleviate Off-Site Queuing/ Parking

- Consider on-site queuing storage / parking alternatives to take vehicles off the surrounding neighborhood and improve traffic flow and safety

Improved Access/Egress along Well-Suited Roadways

- Consider different access/egress alternatives that optimize operations while maintaining safety

Develop a strategy to accommodate K-5 and Pre-K

- Study the different patterns associated with K-5 and Pre-K student travel
- Consider different staggered scheduling options to best accommodate both groups safely

Provide solutions that balance needs of the school and neighborhood

PRELIMINARY SITE CIRCULATION CONSIDERATIONS

Pedestrian Safety/Access

Does the layout minimize pedestrian/vehicle conflicts and provide convenient connections?

Parking

Does the layout provide adequate parking for staff as well as on-site parking for parents to minimize on-street parking?

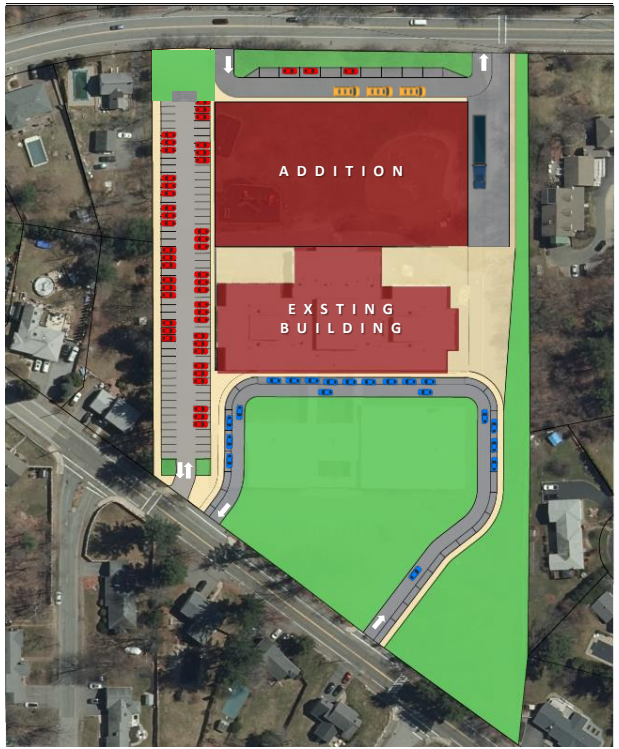
Queuing

Does the layout provide adequate queue storage to alleviate off-site queueing?

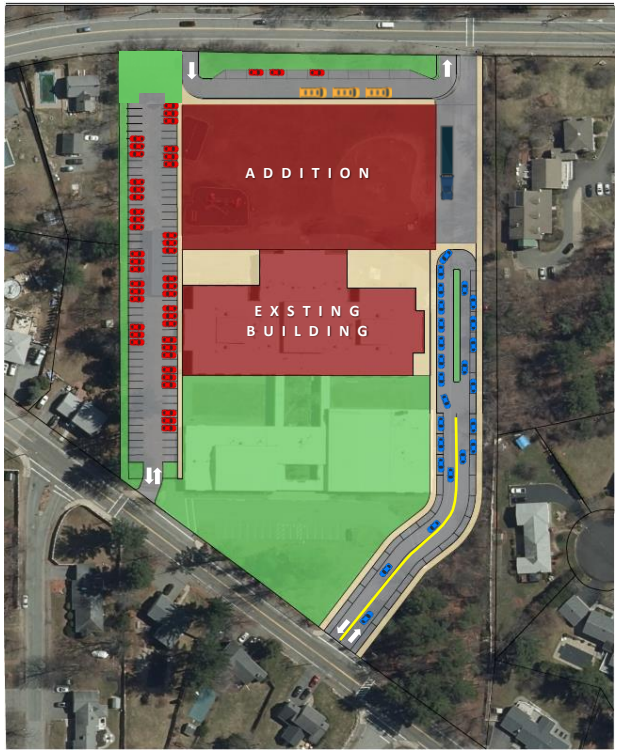
Site Optimization

Is the layout optimized to provide ample play space?

PRELIMINARY SITE CIRCULATION LAYOUTS



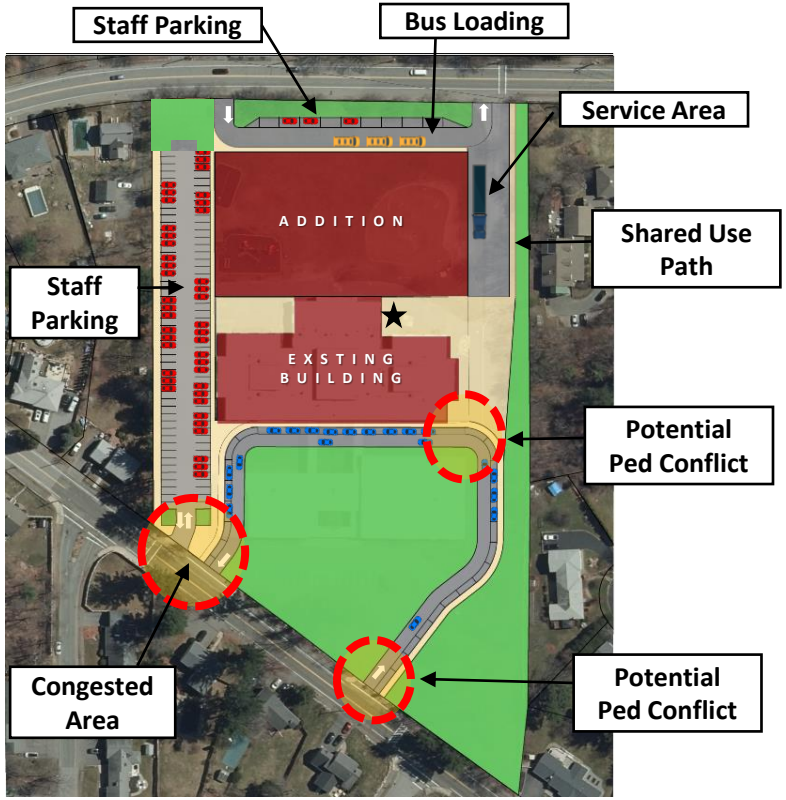
1A. Building Addition – Site Sweep



1B. Building Addition – Side Sweep

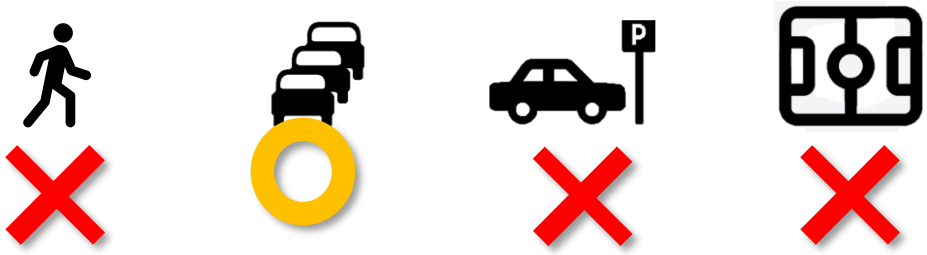
1C. Building Addition – Front Sweep

PRELIMINARY SITE CIRCULATION LAYOUTS

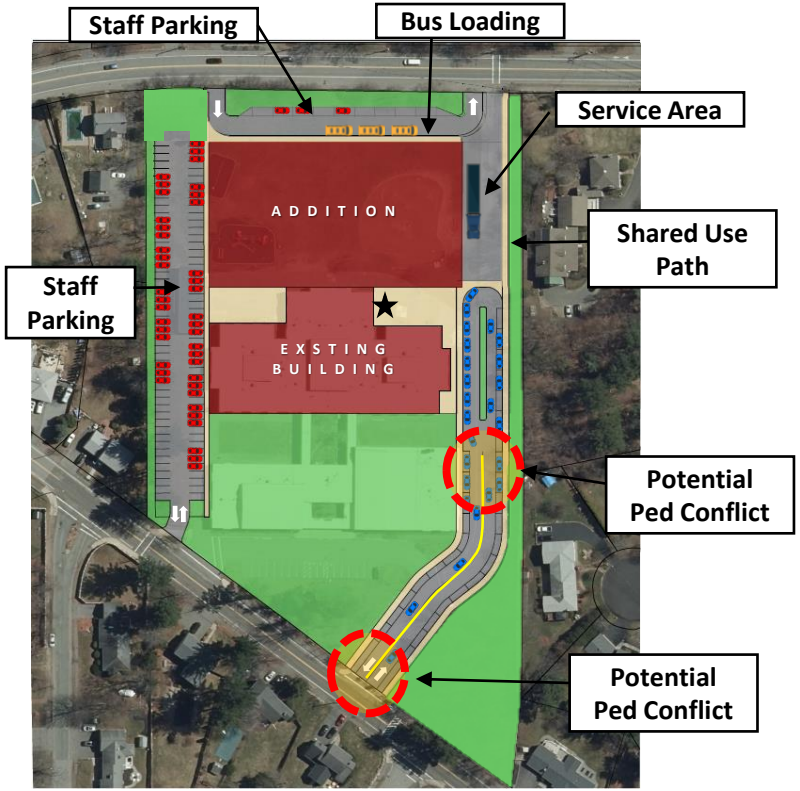


1A. Building Addition – Site Sweep

Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	110
AM Loading/ Queue Storage	25
PM Parking Storage	30

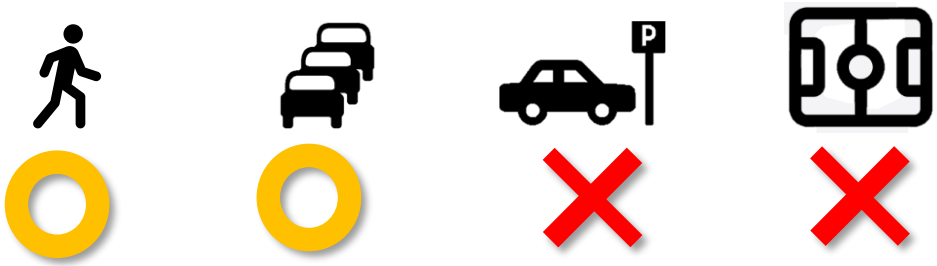


PRELIMINARY SITE CIRCULATION LAYOUTS

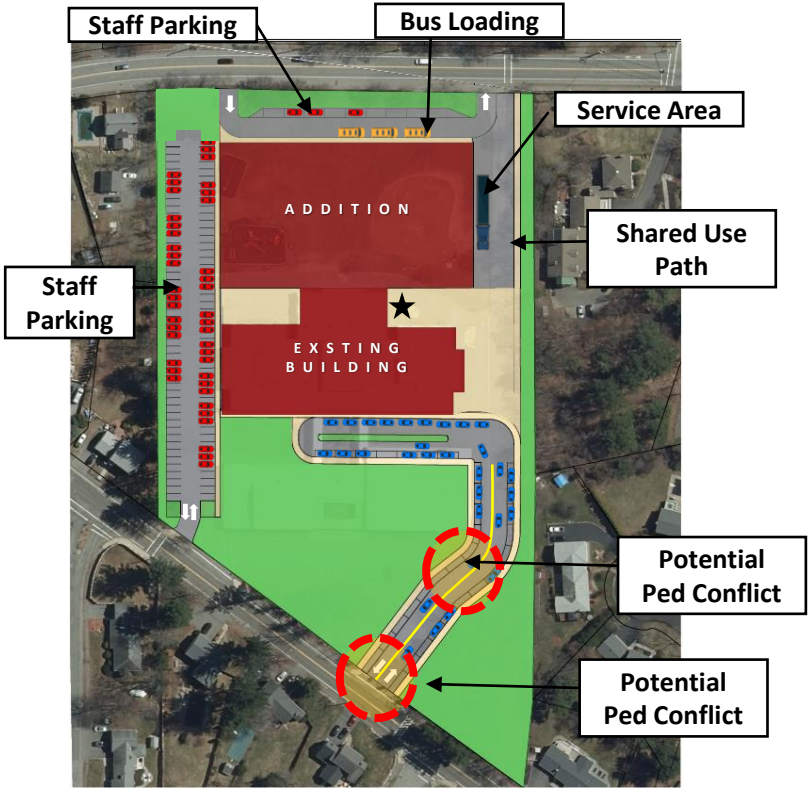


1B. Building Addition – Side Sweep

Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	110
AM Loading/ Queue Storage	30
PM Parking Storage	40

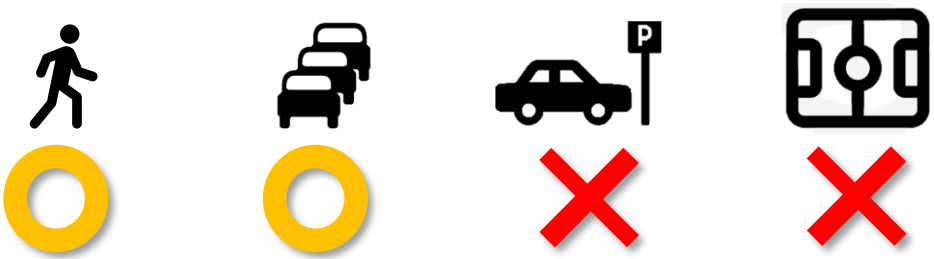


PRELIMINARY SITE CIRCULATION LAYOUTS



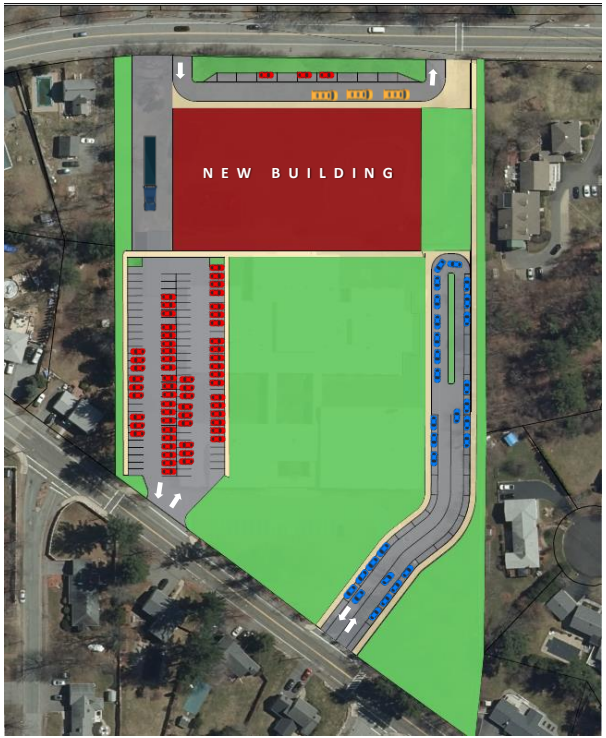
1C. Building Addition – Front Sweep

Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	110
AM Loading/ Queue Storage	20
PM Parking Storage	40



PRELIMINARY SITE CIRCULATION LAYOUTS

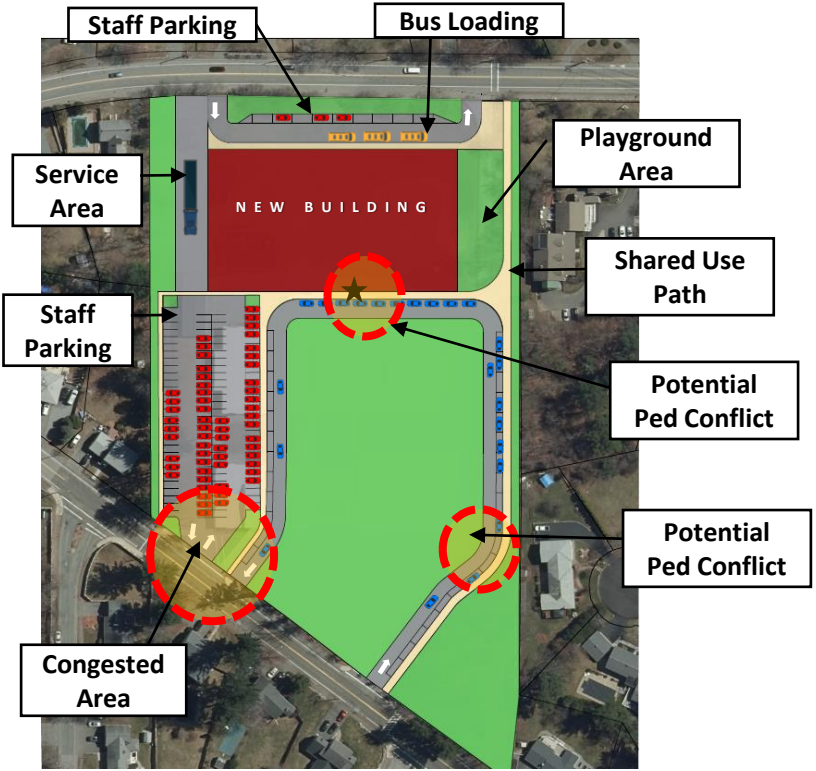
2A. New Building – Site Sweep



2B. New Building – Side Sweep

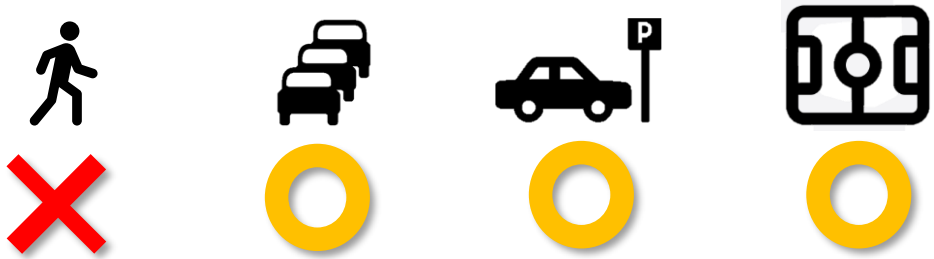
2C. New Building– Front Sweep

PRELIMINARY SITE CIRCULATION LAYOUTS

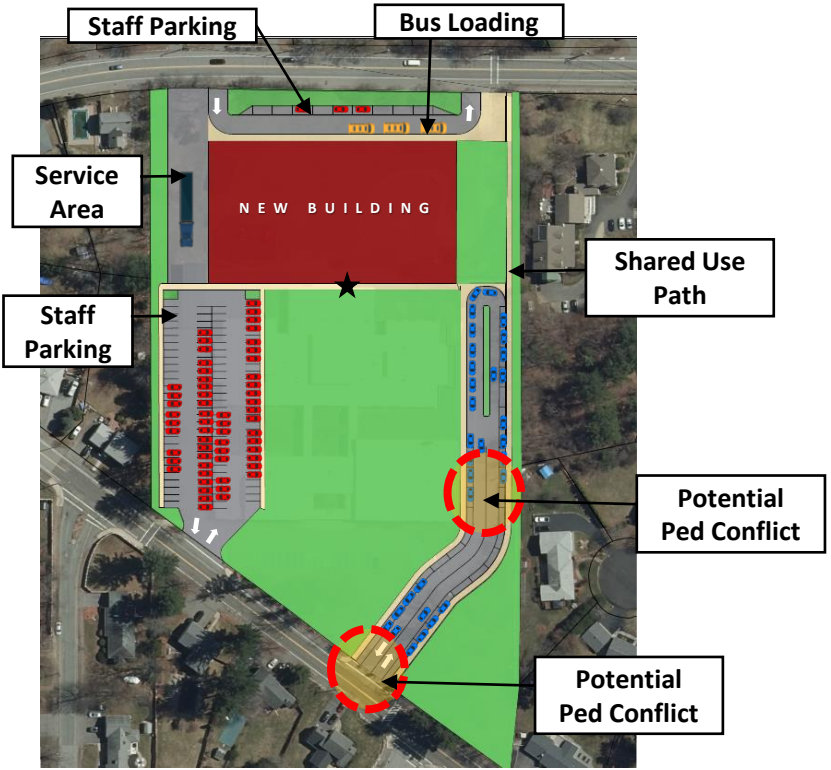


2A. New Building – Site Sweep

Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	120
AM Loading/ Queue Storage	30
PM Parking Storage	40

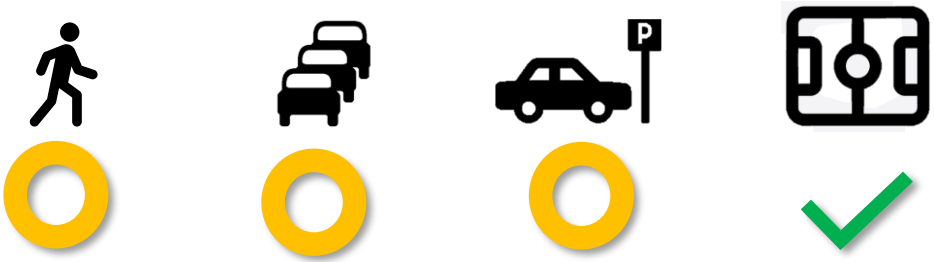


PRELIMINARY SITE CIRCULATION LAYOUTS



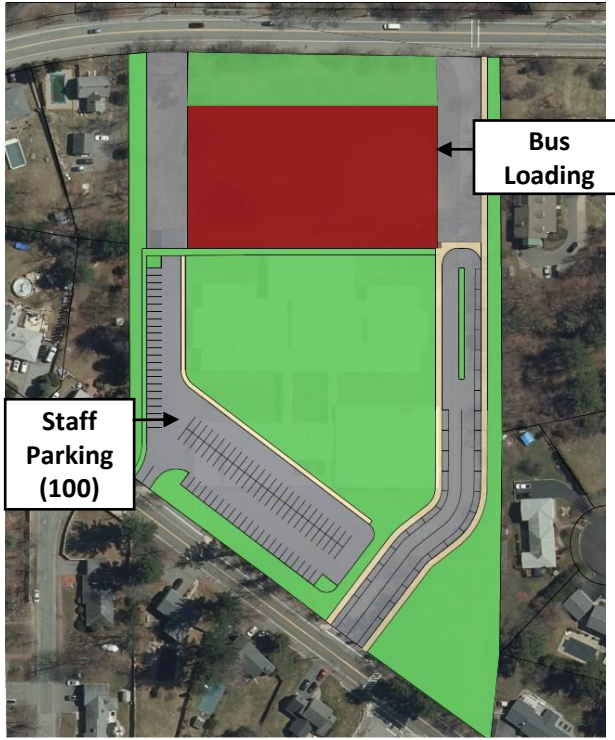
2B. New Building – Side Sweep

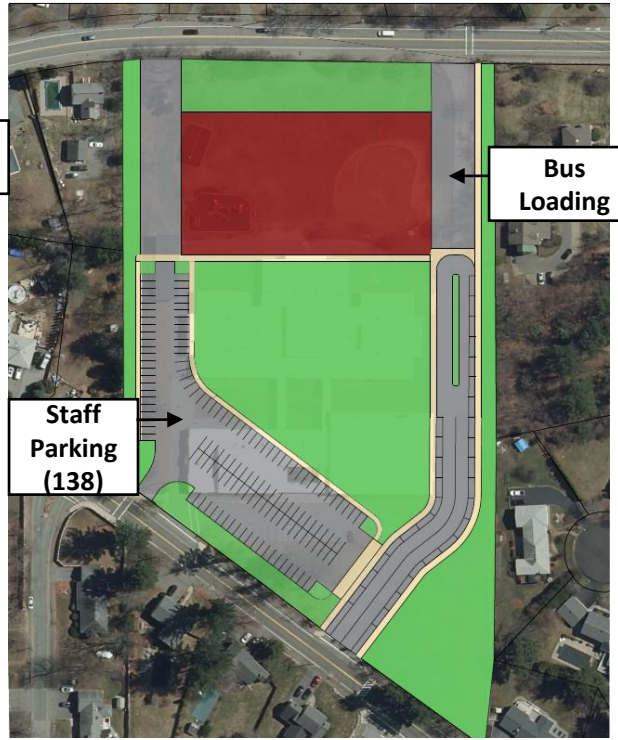
Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	120
AM Loading/ Queue Storage	30
PM Parking Storage	40



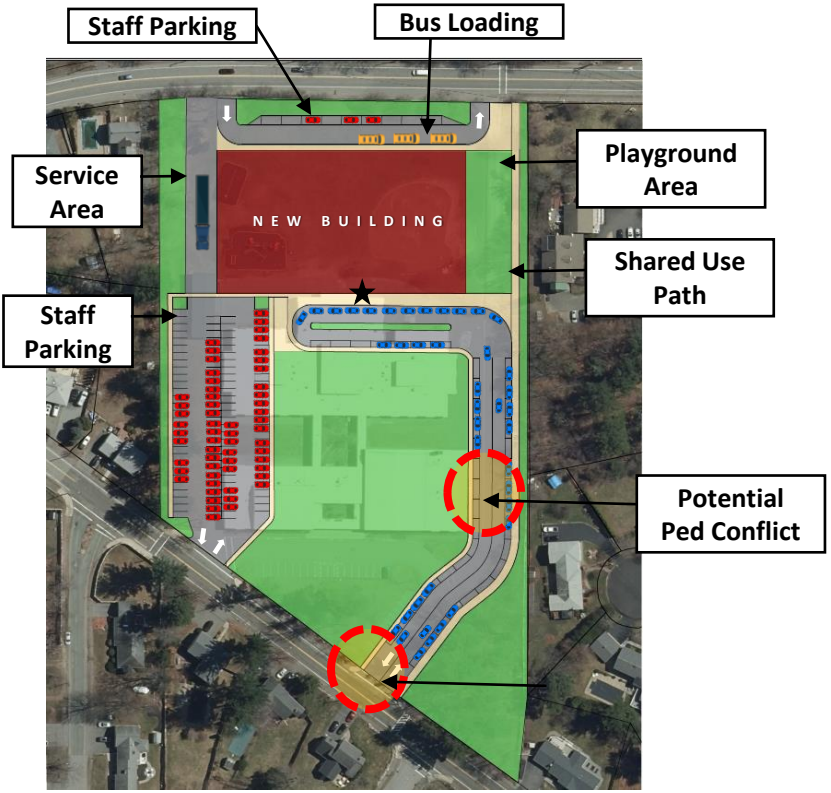
PRELIMINARY SITE CIRCULATION LAYOUTS

2B. New Building – Side Sweep Parking & Bus Loading Alternatives



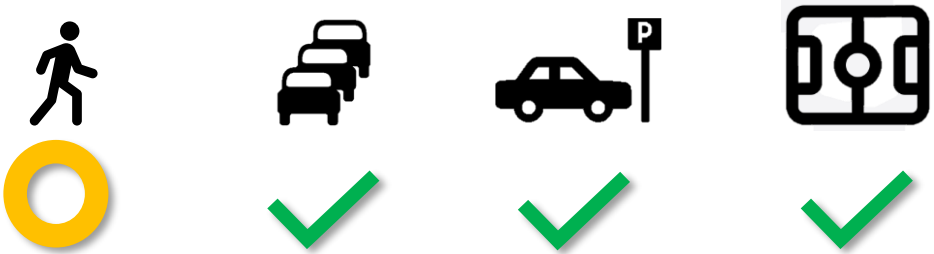


PRELIMINARY SITE CIRCULATION LAYOUTS



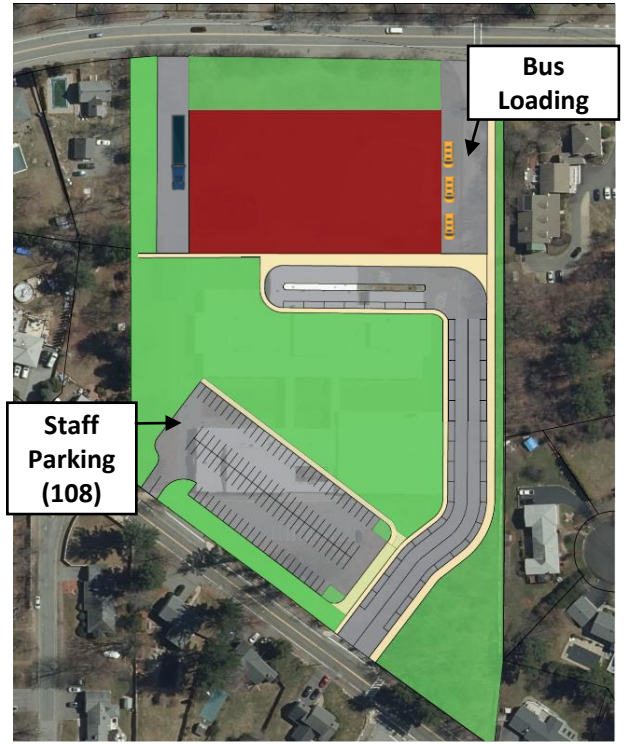
2C. New Building– Front Sweep

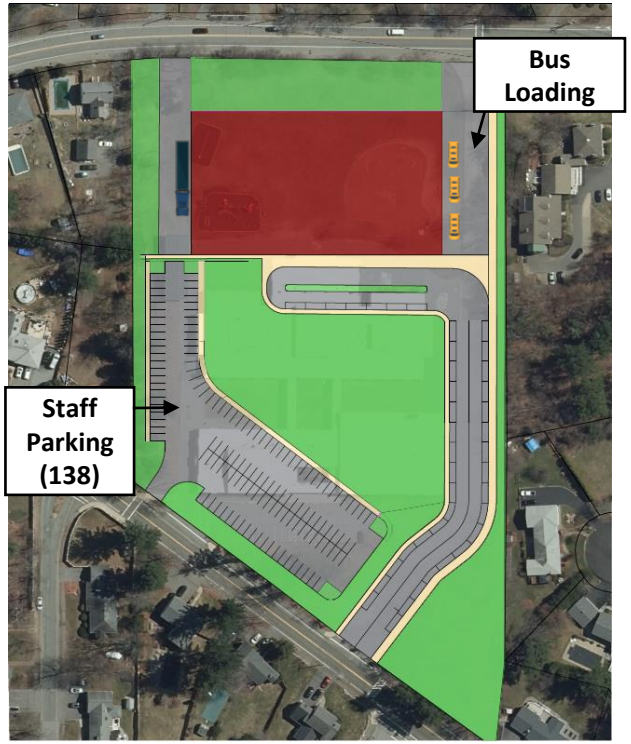
Staff/Parent Storage	Number of Vehicles
On-Site Staff Parking	120
AM Loading/ Queue Storage	30
PM Parking Storage	50



PRELIMINARY SITE CIRCULATION LAYOUTS

2C. New Building – Front Sweep Parking & Bus Loading Alternatives

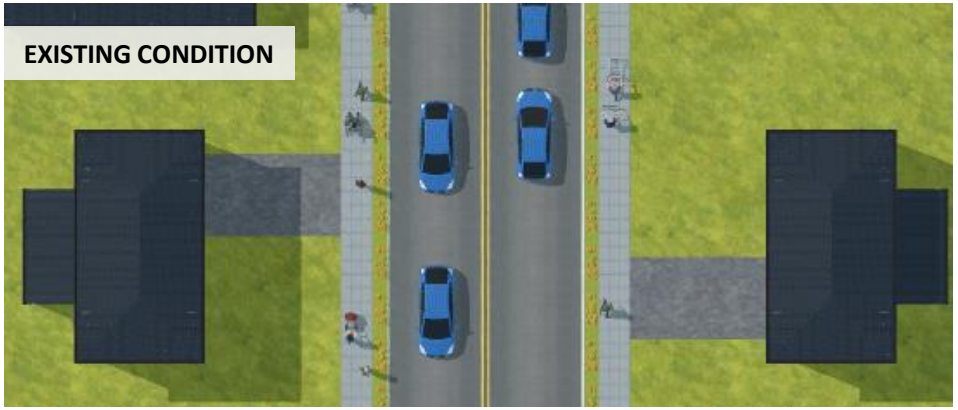


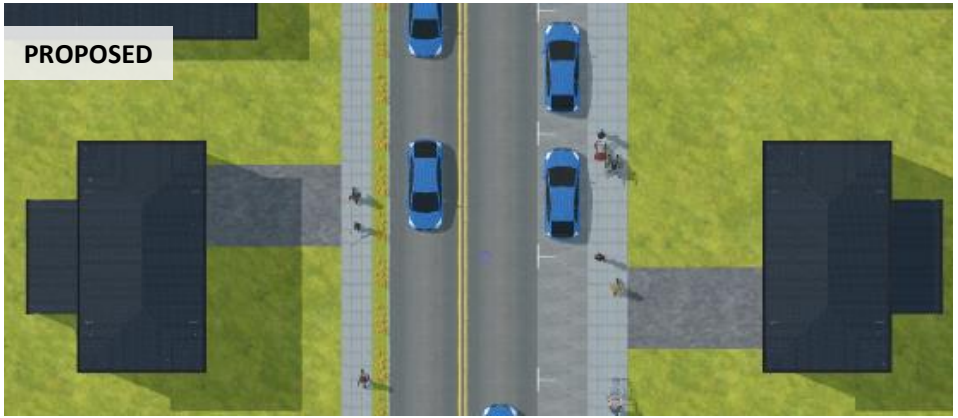


PRELIMINARY OFF-SITE CONSIDERATIONS

Charles Street Cross Section Reconfiguration

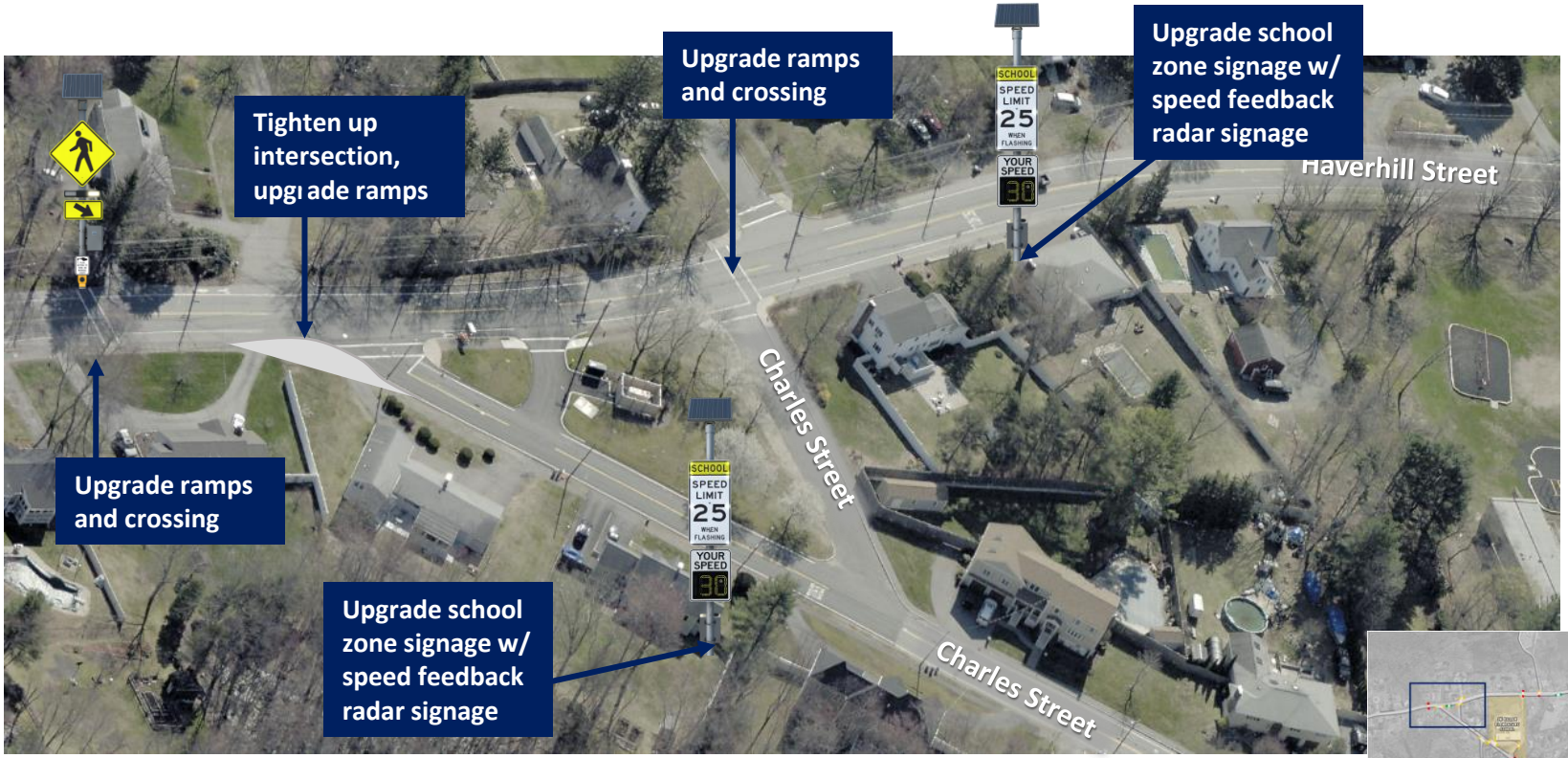
= 30 Marked Parallel Spaces

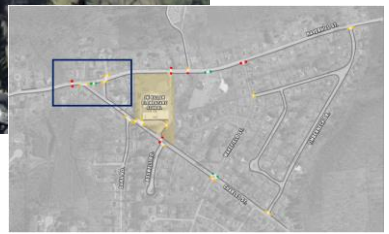




J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

PRELIMINARY OFF-SITE CONSIDERATIONS





J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

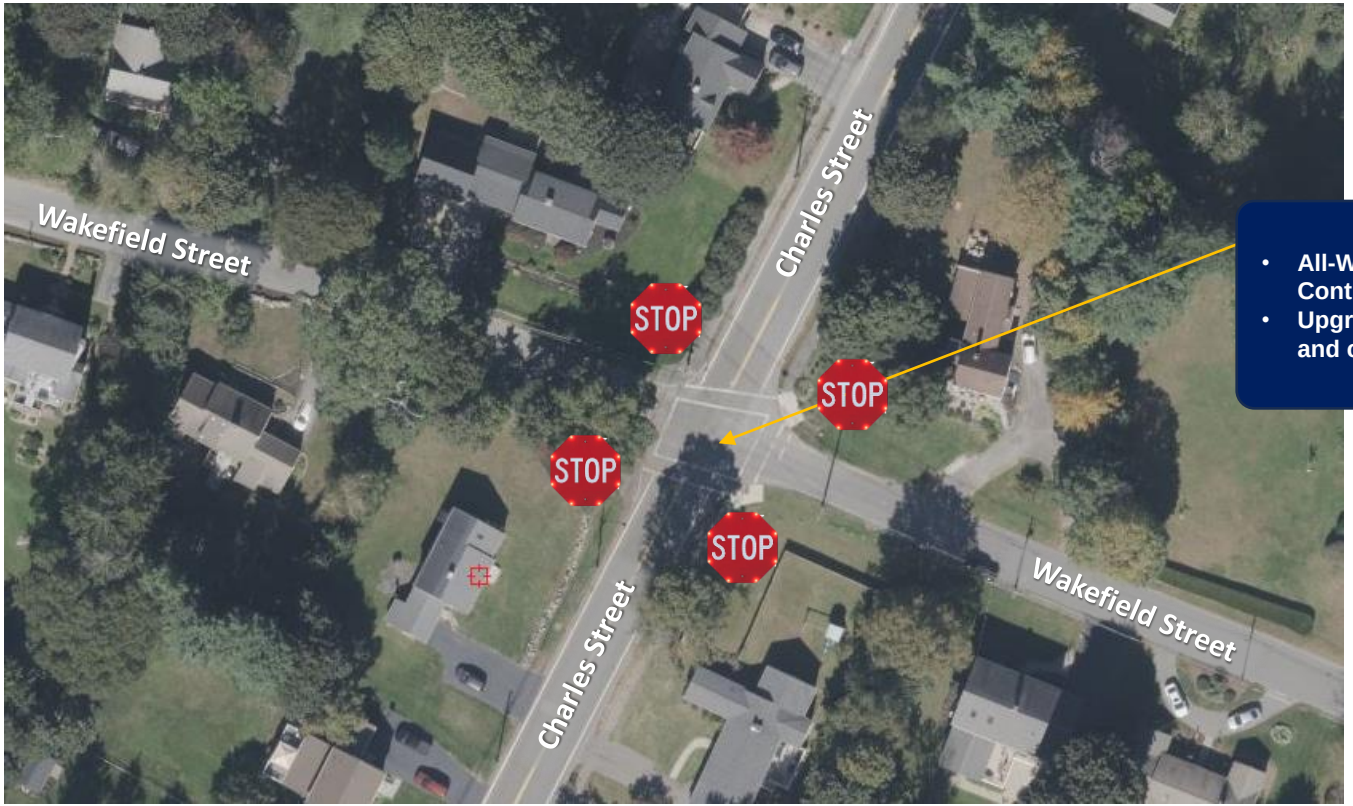
PRELIMINARY OFF-SITE CONSIDERATIONS

J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

EXISTING DEFICIENCIES

J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

PRELIMINARY OFF-SITE CONSIDERATIONS



- All-Way Stop Control
- Upgrade ramps and crosswalks

J. WARREN KILLAM ELEMENTARY SCHOOL
TOWN OF READING

QUESTIONS

NEXT **STEPS**

- **Next SBC Meetings:** April 8 – Preliminary Alternatives Progress Review

  May 6 – Preliminary Alternatives with Cost Estimates

- **Next Community Meetings**: April 1 – Site Planning Options

  April 11 – Preliminary Alternatives

- **Cost Estimating:** April 15 – May 3
- **PDP Submittal to MSBA:** May 20

❖ **Executive Leadership Team (XLT)** Meetings Weekly unless SBC meeting

Town of Reading
Meeting Minutes

Board - Committee - Commission - Council:

Permanent Building Committee Killam School Building Committee

Date: 2024-03-11 Time: 7:00 PM

Building: Reading Town Hall Location: Conference Room

Address: 16 Lowell Street Session: Open Session

Purpose: General Business Version: Draft

Attendees:

Members - Present:

Chair Carla Nazzaro, Vice Chair Karen Gately Herrick, John Coote, Kirk McCormick, Ed Ross, Greg Stepler (remote), Pat Tompkins, Nancy Twomey

Members - Not Present:

Sarah McLaughlin

Others Present:

Killam Principal Lindsey Fulton, LBA Architect Leigh Sherwood, Colliers Project Manager Suzanna Yeung, Colliers Project Director Mike Carroll, School Superintendent Tom Milaschewski, Acting Town Manager Matt Kraunelis, Operations Director Jayne Wellman, School Finance Director Derek Pinto (remote), Chief Financial Officer Sharon Angstrom (remote), Assistant Facilities Director Kevin Cabuzzi (remote), LBA Project Manager Jenni Katajamaki, Facilities Director Joe Huggins (remote), Molly Pike - RMLD (remote), Tom Olilla (RMLD), Educational Consultant Mike Pirollo

Minutes Respectfully Submitted By: Jacquelyn LaVerde

Topics of Discussion:

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

Call to Order

Chair Carla Nazzaro called the meeting to order at 7:00 pm.

Roll Call Attendance: Kirk McCormick, Ed Ross, Greg Stepler (remote), Pat Tompkins, Nancy Twomey, John Coote, Carla Nazzaro. Karen Gately Herrick arrived at 7:02 pm.

Not present: Sarah McLaughlin

Public Comment

There was no comment from the public.

KSBC Liaison Reports

There were no Liaison Reports.

Website Launch

Carla Nazzaro introduced the project website, killamschool.com. Superintendent Dr. Milaschewski provided an overview of the website, the process behind it, and its features. Thanks to volunteerism on the setup, and staff learning to maintain it, the website cost is only about $200 for the year. Operations Director Jayne Wellman noted that staff will be

able to maintain and control this website in-house, and it saves the Town from having to spend $30,000 to $40,000 on a consultant.

Designer Report

Tasks Completed

LBA Project Manager Jenni Katajamaki reviewed tasks completed since the last meeting including: educational visioning, site survey, and sustainability goals. The space program is 90% complete. The traffic study, traffic analysis, and existing conditions assessment are complete, and the SBC will hear those reports at the next meeting.

Sustainability goals

Ms. Katajamaki briefly shared the revised sustainability goals based on feedback from the Committee and the community.

Educational Visioning Outcomes

LBA Architect Leigh Sherwood introduced Educational Planner and Consultant Mike Pirollo of MLP Integrated Design. Mr. Pirollo reviewed his background and his process for educational visioning. Stakeholders were engaged so they could envision what is possible. They went on three school tours, did a shadow day to learn the activities at Killam, held three visioning workshops, then ended with a program workshop. Outcomes from the workshops included identifying the goals and priorities, developmental considerations, envisioning the future of the school, and design considerations. The next step is to use the outcomes to help shape what the building program will be. Over the next month, the educational program document will be developed, that will align with the space summary, which will go to the MSBA.

Next Steps

Ms. Katajamaki stated that the project is entering the first design phase. She, Mr. Sherwood, and the project designer will be meeting to put together some initial options, and will share those with the SBC at the April 8th meeting. At the March 25th meeting, the Committee will hear about traffic, site analysis, existing conditions, and site planning options. The next community meetings are March 18th, for the site and traffic listening session, and April 1st for the community to hear about site plan options. The first round of cost estimating is approaching on April 15th to May 3rd. And the PDP submittal to MSBA is on target for May 20th.

OPM Report

Financials

Colliers Project Director Mike Carroll provided a brief financial update. There was one invoice that was paid to the Daily Times Chronicle for an advertisement for designer services that Colliers added to their budget. The KSBC needed to approve the transfer from the contingency line item to the "other project costs" line item. The estimated project cash flow is trending just slightly under projections.

Warrant/ Invoices

On a motion by Karen Gately Herrick, seconded by Ed Ross, the Killam School Building Committee voted 8-0 to approve the commitment of $269.67 to the Daily Times Chronicle for the advertisement of the designer selection.
Roll call vote: Karen Gately Herrick – Yes, John Coote – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Greg Stepler – Yes, Pat Tompkins – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.

Approval of Prior Meeting Minutes

On a motion by Karen Gately Herrick, seconded by Ed Ross, the Killam School Building Committee voted 8-0 to approve the meeting minutes of February 12, 2024.
Roll call vote: Karen Gately Herrick – 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 meetings are scheduled for Monday, March 25th and Monday, April 8th. The next Community meetings are scheduled for Monday, March 18th and Monday, April 1st.

The OPM will coordinate dates and times for the Committee to visit recently completed schools in Watertown and Acton.

On a motion by Nancy Twomey, seconded by Karen Gately Herrick, the Killam School Building Committee voted 8-0 to adjourn at 8:17 pm.
Roll call vote: Karen Gately Herrick – Yes, John Coote – Yes, Kirk McCormick – Yes, Ed Ross – Yes, Greg Stepler – Yes, Pat Tompkins – Yes, Nancy Twomey – Yes, Carla Nazzaro – Yes.