



**MEETING MINUTES**

Project: Newton Countryside Elementary School  
 Subject: School Building Committee Meeting  
 Location: Zoom Conference Call  
 Distribution: Attendees, Project File

Project No: 22-0123  
 Meeting Date: 7/12/2023  
 Time: 7:00 PM  
 Prepared By: Aidan Place

Present	Name	Affiliation	Present	Name	Affiliation
	Jonathan Yeo* WG	Chief Operating Officer		Mike Burton	DWMP
	Ruthann Fuller	Mayor		Christina Dell Angelo	DWMP
✓	Emily Prenner* WG	School Committee		Mike Cox	DWMP
	Bill Humphrey	City Council	✓	Aidan Place	DWMP
	Kathy Smith	Superintendent of Schools		Rachel Rincon	DWMP
✓	Josh Morse* WG	Commissioner of Public Buildings	✓	Steve Brown	DWMP
✓	Beth Herlihy* WG	Principal Countryside E.S.	✓	Donna DiNisco	DiNisco
	Ayesha Farag*	Asst. Superintendent of Elementary		Jim Shuttleworth	DiNisco
	Maureen Lemieux*	Chief Financial Officer	✓	Vivian Low	DiNisco
	Nick Read	Chief Procurement Officer		Anne Davis Woodacre	DiNisco
✓	Tom Gloria	DRC			
✓	Ellen Light	DRC		Amy Mackrell	DRC
	Tamika Olszewski	School Committee (Chair)		Ambrose Donavan	DRC
	Cove Davis*	School Committee	✓	Andrea Kelley -CC Rep.	DRC
	Stacy Klickstein*	Resident		Barney Heath -	DRC
	Liam Hurley* WG	Asst. Superintendent/ Chief Fin. &	✓	Carol Schein	DRC
	Andreae Downs* WG	City Council		David Gillespie	DRC
✓	David Kalis*	City Council	✓	Rob Hnasko	DRC
✓	Lori Zinner*	Resident		Jonathan Kantar	DRC
	Andrew Lee	Asst. City Solicitor		Peter Barrer	DRC
✓	Stephanie Gilman WG	Dir. Planning, Project Mgt, &	✓	SingNing Kuo	DRC
	David Stickney	Director of Facilities		Steve Siegel	DRC
✓	Alex Valcarce WG	Deputy Commissioner	✓	Adam Bernstein	DRC
	Adam Lipson	Resident	✓	David Gane	DRC
	Maura Tynes WG	Director of Elementary Special Ed.			
			✓	Doug Murray	

\* SBC Voting Member | WG Working Group

Item No.	Description	Action
1	<b>Call to Order:</b> 6:46 pm meeting was called to order by J. Morse with 5 of 12 voting members in attendance.	Record
2	<p><b>Project Overview &amp; Timeline:</b></p> <ul style="list-style-type: none"> <li>➤ S. Brown goes over the milestones/project schedule. Says they are out of Feasibility study and into Schematic Design. Says it will be roughly the next 6 months. Schematic Design package submittal for end of October. Planning on having 6 DRC/SBC meetings at this time.</li> </ul>	Record
3	<p><b>Site Plan &amp; Building Plan Review:</b></p> <ul style="list-style-type: none"> <li>➤ V. Low goes over the existing conditions summary. Original building constructed in 1953. Additions were constructed in 1958 and 1986. Modular portable classrooms were constructed 1991-2000. 56,150 SF including portables + basement, with 372 students on the 7.39-acre site. The building sits low on the site and sits squarely inside the floodplain; first floor sits less than a foot away from 10-year flood elevation.</li> <li>➤ V. Low goes over the layout of the building itself, talks about the gym and auditorium. Says there was a single-story annex built in the late 1950's. Another two-classroom addition was built soon after that. There is a basement under a portion of the building which is experiencing the most water. Says the building is primarily masonry and in certain areas is just failing. Goes over the site analysis, which sits almost entirely within 100-year flood elevation. American Society of Civil Engineers 24 (ASCE) requires 1<sup>st</sup> floor to be minimum 2-ft above base flood elevation (100-yr flood elevation). New construction cannot displace more flood water than the existing conditions.</li> <li>➤ A. Valcarce says they cannot diminish the flood storage capacity of site that exists today. They can move the building around and break it up but analyze it foot by foot at every elevation.</li> <li>➤ V. Low then talks about the site analysis with the proposed site. Which takes advantage of higher ground above the 100-year flood elevation for entry plaza. The first floor of new school to be above the 500-year flood elevation. Designed for balanced transition between site high and low points.</li> <li>➤ V. Low then talks about Schematic Design and the site plan option 1. Site plan option 1 has Bus drop off lane located along Dedham St. North. Parent drop off (Blue Zone) located along Dedham St. East. The staff parking lot is located to the west. Van drop off lane located at staff parking lot. Softball practice field located as far to the southeast as possible to maximize play area. Existing school to remain operating</li> </ul>	Record

during construction. Playground components include full court basketball, wall ball zone, painted asphalt playing areas. Outdoor learning opportunities include raised garden beds, pollinator garden, outdoor classroom. Goes over the site layout shown in the slideshow. Mentions a couple of the components for the site such as softball field (not intending on having a fence for it). Also looked at re-structuring the basketball court, and wall ball court. They allowed for a good size area for the play structure, similar size and design for the play structure as Lincoln Eliot.

- V. Low then talks about site plan option 2. This option has the bus drop off lane located along Dedham St. North. Parent drop off (Blue Zone) located along Dedham St. East. The staff parking lot is located to the west. Van drop off lane located at staff parking lot. Softball practice field located as far to the southeast as possible to maximize play area. Existing school to remain operating during construction. Playground and equipment to be accessible (universal design). Playground components include half court basketball, wall ball zone, painted asphalt pay areas. Outdoor learning opportunities include raised garden beds, pollinator garden, outdoor classroom.
- C. Schein comments on the bus drop off. Asks if it's a given the way it currently is. V. Low responds says it has been agreed upon by the traffic group and Newton transportation to have the bus drop off will be on Dedham St. North. There will be a median strip that separates and a fence or rail of some sort to provide separation.
- A. Kelley asks about the path along the bus drop off. Also asks about the basketball court, and if they can re-orient the court to mirror option 2. V. Low responds saying that there is already a paved path there. Also says that the basketball court is different from option 1 to 2 due to site constraints. Says if they were to extend the basketball court it might go into the softball field. They will look into it to see if it can work. J. Morse follows saying they can take a look at the size of the full court and maybe make the dimensions of the court smaller to fit it in the north/south way. D. DiNisco says that there is a very large tree towards the rear of the existing building that they want to be very cautious of. Also want to be mindful of the location of the garden beds for outdoor learning.
- D. Gane talks about Dedham Street East width and asks if they can extend the width of it. V. Low responds saying the street would be the same width as it is today and they were not planning on extending it. They will take a look at it though. A. Valcarce says the problem now is the bus loop on Dedham east is not sheltered and all the traffic stops. Adding a median will allow traffic to continue moving slowly. J. Morse says they will bring it back to the transportation team.
- D. Kalis says the basketball court is used a lot. Wants to make it smaller with two baskets to allow more kids to play.

	<ul style="list-style-type: none"> <li>➤ L. Zinner says the basketball court is used a lot now. Thinks a two-hoop setup is better. Asks where the blue zones and staff parking are. V. Low responds saying the blue zone is located along Dedham St. East. They were able to increase the parking lot to 55 spaces plus three that are accessible spaces. J. Morse follows by saying he has a full-time staff list that will be used to plan out parking.</li> <li>➤ E. Prenner comments about the site lines and to be mindful of safety. Says that the corner of the building blocks some of the view of the full basketball court and to be mindful of safety as they pick an option.</li> <li>➤ S. Ning Kuo says she is surprised two options are so similar in the early stages. Encourages to be creative with the design for different options. V. Low says these designs are not final and are still open to changes/critiques. S. Ning Kuo says she liked that there are plantings in the parking lot. Encourages to expand the layout of the trees to treat as stormwater runoff in parking lot. Also asks about the service area and wonders if it can be put more in the back of the school.</li> <li>➤ E. Light comments saying the screening on the corner where the equipment will be is very important as it is a prominent view from the houses/street. V. Low says they are looking at different options to address this issue.</li> <li>➤ A. Bernstein comments saying he appreciates the design firm showing two similar options and knows how constraining the site is. Agrees with E. Light that noise will be a factor, says there can be housing for the units, also can have some plantings to surround them as well. Says enrollment is going up as well, which means more staff, which means the need for more parking. Says they should look at expanding the parking lot to accommodate this.</li> <li>➤ V. Low goes over the first-floor plan, second floor, and third floor plan shown in the slideshow. Says now they are focusing on the design of the different floors. Says Kindergarten will be on the first floor, which is close to music and the admin suite. Reception will be able to see everyone coming in and out. They are studying the cafeteria more carefully as well. Says the second floor has three separate stairs; the media center is located on the second floor as well. They will provide a dedicated project area for each grade. The third floor also allows for dedicated project areas. Says they will be using the roof for equipment and will be outfitted to accommodate future PV's.</li> </ul>	
4	<p><b>Building Materials: Precedent &amp; Considerations</b></p> <ul style="list-style-type: none"> <li>➤ V. Low goes over exterior materials used that can be used. Shows three different sized bricks that they have used on previous projects. Says the bricks can come in different colors and doesn't have to be red. Says the modular brick option is a well-priced material, the Norman brick has a cost savings, and the triple brick has even more of a cost savings. They</li> </ul>	Record

	<p>will balance the aesthetics of the envelope with the cost. Talks about how they like to use Ground Face concrete masonry units, which they can get in different heights. She talks about the building entrance, there is an opportunity for a canopy at the entrance.</p> <ul style="list-style-type: none"> <li>➤ S. Ning Kuo asks about the three-story building and that it's close to the street and is worried about that. V. Low responds saying they have to keep it three stories to fit the educational program and to balance the flood plain issue. In upcoming meetings, they will provide other views of the building.</li> <li>➤ E. Light asks who the other members of the design team are. V. Low responds saying the landscape architect is Brown Sardina which is the same architect that designed the Cabot and Angier School. HVAC, Fire, and Plumbing is BAV. The electrical engineer is Thompson engineering (TEC). The cost consultant AM Fogarty. The sustainability consultant is Thornton Tomasetti.</li> <li>➤ J. Morse says that the parking lot currently has 43 spaces, and the new lot will have 58 spaces, a net increase of 15. Says peak staff levels for Countryside was 82 FTE, several years ago when the enrollment was closer to 500 students. Says one of the things that will be considered when discussing parking is to spread out the parking across different areas and not compact the off-street parking to one area. They will see that there will be parking for all staff within a 1-minute walk to the front door.</li> </ul>	
5	<p><b>Public Comment:</b></p> <ul style="list-style-type: none"> <li>➤ None.</li> </ul>	Record
6	<p><b>Next Meetings:</b></p> <ul style="list-style-type: none"> <li>➤ A. Valcarce will poll the group on when to meet in August, S. Brown hoping to meet twice in August. S. Brown says they are trying to balance the right cadence to be able to get feedback from the group and be able to adjust accordingly and bring back the changes to the group.</li> <li>➤ D. DiNisco says it would be very helpful to have two meetings to continue the process. Says the MSBA board only meets every two months so they need to submit in October for a board meeting in December.</li> </ul>	Record
7	<p><b>Adjourn:</b> 7:55 pm A motion to adjourn was made by J. Morse. Discussion: None.</p>	Record

Sincerely,  
**DORE + WHITTIER**  
 Aidan Place

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Assistant Project Manager

Cc: Attendees, File

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes.