



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: 6/21/2022
 Time: 6:00 PM
 Prepared By: R. Rincon

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
	David Fleishman	Superintendent of Schools	✓	Rachel Rincon	DWMP
✓	Josh Morse* WG	Commissioner of Public Buildings	✓	Steve Brown	DWMP
✓	Beth Herlihy* WG	Principal Countryside E.S.		Jason Boone	DWMP
	Ayesha Farag*	Asst. Superintendent of Elementary			
	Maureen Lemieux*	Chief Financial Officer			
	Peter Barrer				
✓	Ellen Light				
	Tamika Olszewski	School Committee (Chair)			
	Cove Davis*	School Committee			
	Liam Hurley* WG	Asst. Superintendent/ Chief Fin. &			
✓	Andreae Downs* WG	City Council			
	David Kalis*	City Council			
✓	Patricia Byrne*	Local Resident			
✓	Lori Zinner*	Local Resident			
	Andrew Lee	Asst. City Solicitor			
✓	Stephanie Gilman WG	Dir. Planning, Project Mgt, &			
	David Stickney	Director of Facilities			
✓	Alex Valcarce WG	Deputy Commissioner			
	Maura Tynes WG	Director of Elementary Special Ed.			
	Christina Oliver	Public			
✓	Lisa Reibstein	Public			
✓	Adam Bernstein	Public/DSC			
✓	Brian Hunter	Public			
✓	Carol Schein	Public			

* SBC Voting Member | WG Working Group

Item No.	Description	Action
2.1	Call to Order: 6:03 pm meeting was called to order by Commissioner of Public Buildings J. Morse with 5 of 12 voting members in attendance.	Record
2.2	Previous Topics & Approval of May 14, 2022 Meeting Minutes: On Hold.	Record
2.3	<p>Designer Selection Progress Update:</p> <p>S. Brown provides the SBC with a designer selection progress update.</p> <ul style="list-style-type: none"> ➤ The RFS went into central register and was publicly posted on time. ➤ Last week there was a designer walkthrough at the school. Prospective bidders had a chance to walk the site and building itself. A. Valcarce and S. Brown attended on behalf of the city. ➤ All questions from the designer for the RFS are due on Friday. We will respond to those questions formally by next Friday June 24th. ➤ RFS proposals are due to the city on July 7th. ➤ We have to go through the designer selection panel process, and we are scheduled to meet with them on August 2nd to review the proposals. Following that, we will hold interviews on August 16th. <p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ A. Valcarce shares there were about 6 or 7 firms who participated in the walkthrough. Also, it is important to note that this is not a mandatory walkthrough, but I think we will have some good interest in the project. ➤ J. Morse mentions we are going to spend the next couple of months walking through the designer selection process and by mid-August we should be able to transition into our contractual phase where we will process a contract with the preferred designer. In September we will get going on our feasibility phase with our selected design team. 	Record
2.4	<p>Site Survey and Wetlands Mapping:</p> <p>A.Valcarce explains we need to follow the MSBA timeline to get the designer on board and they will probably be on board in September. In the meantime, we are working diligently and gathering information. This information needs to be gathered whether it is done now or with the designer. Newton has a number of on call consultants, so we are currently under contract with DGT to do a survey and wetlands mapping of the site. This will take a bit of time and we want to take advantage of the weather. We will get all of the topography and trees which will create a baseline for site information for the designer. This will also confirm for us where the wetlands are. We are also doing some existing conditions surveys inside the building and some Geo Environmental soil testing. This will all be great information for our designer to get started in September.</p>	Record

	<p><u>Discussion:</u></p> <ul style="list-style-type: none"> ➤ A. Downs asks how do we determine where the wetlands are when eastern Massachusetts has entered a period of a semi-drought? Also, how do we plan ahead for the next 30-50 years? J. Morse responds the determination of the wetlands is more about what is growing on the land itself. They utilize a lot of identification of different types of plants and organics, sediment deposits such as soil conditions. Even in a drought, it is very telling where the edge of the wetlands is to somebody who knows what they are looking for. Also, planning is more about our stormwater plan. We are aggressive on our projects where we have opportunities. The better we can do on our site, the better it will be for the neighborhood. We want to make sure we are allowing for future growth. 	
2.5	<p>Public Comment:</p> <ul style="list-style-type: none"> ➤ J. Morse shares we are actively seeking a member for the Countryside School Building Committee as well as a community rep for the Countryside School Project on the design review committee. ➤ L. Reibstein is an abutter to the Countryside School and was raising some questions about the conditions of the wetlands and water quality. J. Morse mentions these questions will be nailed down as the project develops. It is part of our responsibility to leave the site in the best condition we possibly can once the project is wrapped up. ➤ S. Gilman needs to be added to the updated MSBA list. A. Valcarce is working on it. L. Hurley and S. Gilman will be sharing a voting spot. 	Record
2.6	<p>Next Meetings:</p> <ul style="list-style-type: none"> ➤ TBD 	Record
2.7	<p>Adjourn: 6:18 pm A motion was made by J. Morse and seconded by A. Valcarce to adjourn the meeting. Discussion: None.</p>	Record

Sincerely,

DORE + WHITTIER

Rachel Rincon

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.