

PROJECT MINUTES

Project:	W. Edward Balmer Elementary School Feasibility Study	Project No.:	17020
Prepared by:	Joel Seeley	Meeting Date:	10/2/18
Re:	School Building Committee Meeting	Meeting No:	31
Location:	High School Media Center	Time:	6:30pm
Distribution:	School Building Committee Members, Attendees (MF)		

Attendees:

PRESENT	NAME	AFFILIATION	VOTING MEMBER
✓	Joseph Strazzulla	Chairman, School Building Committee	Voting Member
✓	Melissa Walker	School Business Manager	Voting Member
	Alicia Cannon	Representative of the Board of Selectmen	Voting Member
✓	Michael LeBrasseur	Chairman, School Committee	Voting Member
✓	Paul Bedigian	Representative of the Building, Planning, Construction Committee	Voting Member
✓	Steven Gogolinski	Representative of the Finance Committee	Voting Member
	Jeffrey Tubbs	Community Member with building design and/or construction experience	Voting Member
	Peter L'Hommedieu	Community Member with building design and/or construction experience	Voting Member
✓	Jeff Lundquist	Community Member with building design and/or construction experience	Voting Member
	Andrew Chagnon	Community Member with building design and/or construction experience	Voting Member
	Spencer Pollock	Parent Representative	Voting Member
	Adam Gaudette	Town Manager	Non-Voting Member
✓	Dr. Catherine Stickney	Superintendent of Schools	Non-Voting Member
✓	Richard Maglione	Building Maintenance Local Official	Non-Voting Member
✓	Karlene Ross	Principal, W. Edward Balmer Elementary School	Non-Voting Member
	Jill Healy	Principal, Northbridge Elementary School	Non-Voting Member
	Gregory Rosenthal	Director of Pupil Personnel Services	Non-Voting Member
✓	Lee Dore	D & W, Architect	
	Thomas Hengelsberg	D & W, Architect	
✓	David Fontaine, Jr	Fontaine Bros, CM	
	Mark Abdella	Fontaine Bros, CM	
✓	Sarah Traniello	SMMA, OPM	
✓	Joel Seeley	SMMA, OPM	

Item #	Action	Discussion
31.1	Record	Call to Order, 6:35 PM, meeting opened.
31.2	Record	J. Strazzulla announced the meeting will be video and audio recorded with live broadcast and future re-broadcast.
31.3	Record	J. Strazzulla indicated the Balmer School Appropriation Article is Article 7 at the Fall Town meeting and that the Selectmen voted unanimously to support Article 7, the Finance Committee voted unanimously to support Article 7 with one abstention, and the School Committee voted unanimously to support Article 7.
31.4	Record	Public Comments – no comments
31.5	Record	A motion was made by M. LeBrasseur and seconded by P. Bedigian to approve the 9/4/18 School Building Committee meeting minutes with the following correction: correct the date in the header on pages 2-5. Motion passed unanimous by those attending.
31.6	Record	J. Seeley distributed and reviewed the Project Budget Status Report, dated 9/30/18, attached.
31.7	Record	<p>Warrant No. 15 was reviewed.</p> <p>Committee Questions:</p> <ol style="list-style-type: none"> 1. S. Gogolinski asked why was sales tax being charged on the poster board printing invoices? <i>L. Dore explained that the State has determined that consultants retained by communities are required to pay sales taxes and are not considered to be under the communities' tax exempt status.</i> <p>A motion was made by P. Bedigian and seconded by M. LeBrasseur to approve Warrant No. 15. No discussion, motion passed unanimous.</p>
31.8	Record	J. Seeley reported on behalf of A. Gaudette that the Bylaws indicate the Building Planning Construction Committee would lead the process and make a recommendation to the Board of Selectmen who would have the authority to dictate the direction of the future of the NES.
31.9	D. Fontaine T. Hengelsberg	D. Fontaine and T. Hengelsberg to review options for reducing the cut at the front of the site.
31.10	Record	J. Strazzulla met with the Conservation Commission and that they are in agreement with the site plan layout.
31.11	Record	J. Seeley reported on behalf of A. Gaudette that after a review of municipal CPA projects, it has been determined that this is a possible use. However, the Bylaw setting up the CPA Committee still needs to be adopted, the Committee then needs to be established, they need to develop (maybe with a consultant) a Community Preservation Plan before making a recommendation to Town Meeting Voters, who would then need to approve to appropriate any accrued funds. The Town is accruing approximately \$125,000/year based on estimates. Using CPA funds on the project is unlikely.
31.12	J. Strazzulla	J. Strazzulla will schedule a meeting with the Trustees of Soldiers' Memorials committee to review the playing fields.

Item #	Action	Discussion
31.13	Record	J. Strazzulla met with Youth Soccer and that they are in agreement with the site plan layout.
31.14	Record	P. Bedigian met with Youth Baseball and that they are in agreement with the site plan layout.
31.15	Record	T. Hengelsberg distributed and reviewed the Town Book insert, attached. J. Strazzulla indicated the documents for the Town Book have been submitted.
31.16	Record	The Town has executed the Project Scope and Budget Agreement with MSBA.
31.17	Record	J. Seeley distributed and reviewed the DESE approval letter for the project, dated 6/1/18, attached.
31.18	M. LeBrasseur	M. LeBrasseur to ask A. Gaudette to confirm with the Town Assessor the potential value of NES.
31.19	Record	J. Strazzulla indicated that the Board of Selectmen have sponsored Article 6 at the Fall Town Meeting to raise the exemption amount for seniors from \$500 to \$1,000.
31.20	Record	Review of Community Forum No. 9 1. J. Strazzulla provided a summary of Community Forum No. 9.
31.21	Record	Prep for Community Forum No. 10 1. T. Hengelsberg distributed and reviewed the Community Forum No. 10 Flyer. 2. J. Strazzulla indicated all three legislators will be at the forum and requested Committee members attend as well. 3. K. Ross will provide the response to the Dunkin Donuts impact question if asked. 4. M. LeBrasseur asked to include greater detail on the air conditioned spaces versus the partially air conditioned spaces (displacement system). 5. C. Stickney indicated the Town Hall marquee has been updated to include the Community Forum No. 10 notice and the Banner will be installed the end of the week
31.22	C. Stickney	Narrated Fly-Around Video - Interior 1. C. Stickney to upload the Interior and Exterior Fly-Around Videos on the NPS YouTube site and forward the link.
31.23	Record	Flyer Handout – no update
31.24	Record	Press and Blog Posts – Blackstone Valley Tribune Weekly Series J. Strazzulla indicated there are a sufficient backlog of articles. If an additional article is needed, it could be: 1. What are the benefits of this project to the community?
31.25	J. Strazzulla J. Seeley	Press and Blog Posts – New Uxbridge Times Monthly Series J. Strazzulla indicated the first and second articles have been submitted. J. Strazzulla will draft an outline of the last article: The Voters Decide for J. Seeley and J. Strazzulla to write.

Item #	Action	Discussion
31.26	Record	Press and Blog Posts – Worcester Telegram Article <ol style="list-style-type: none"> 1. J. Strazzulla indicated Susan Spencer of the telegram will be writing an article about the project next week.
31.27	J. Strazzulla	Project Information Video <p>J. Strazzulla indicated the Project Information Video taping is anticipated to be complete the end of this week.</p>
31.28	L. Dore	Town Meeting Presentation <ol style="list-style-type: none"> 1. J. Strazzulla indicated the presentation is to be 25 minutes. 2. J. Strazzulla, T. Hengelsberg or L. Dore, D. Fontaine and J. Seeley to be the presenters. 3. The Poster Boards to be on display in the HS Lobby. 4. The Informational Flyers to be available for town meeting attendees in the HS Lobby. 5. The project is Article 7. 6. L. Dore to review if the 2 videos can be viewed as one seamless video without the outdated endings. A possible solution is to not use the recorded narrative, but have L. Dore or T. Hengelsberg narrate.
31.29	J. Seeley	About the Valley Interview <p>J. Strazzulla indicated the About the Valley Interview with Harry Berkowitz was completed. J. Seeley to post on the project website.</p>
31.30	Committee	Committee Public Outreach: <ol style="list-style-type: none"> 1. J. Strazzulla distributed and reviewed the Upcoming Events Calendar and asked Committee members to attend the events.
31.31	J. Seeley	Old or New Business <ol style="list-style-type: none"> 1. M. LeBrasseur asked to include an action for T. Hengelsberg to refine the sidewalk layouts in a future meeting.
31.32	Record	Next SBC Meeting: October 16, 2018 at 6:30 pm at the High School Media Center.
31.33	Record	A Motion was made by M. LeBrasseur and seconded by Bedigian to adjourn the meeting. No discussion, motion passed unanimous.

Attachments: Agenda, Town Book insert, DESE approval letter, Community Forum No. 10 Flyer, Upcoming Events Calendar

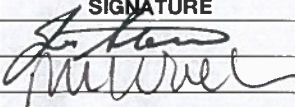
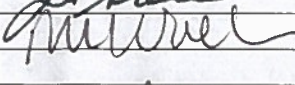
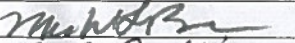
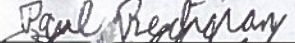
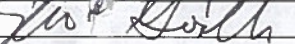



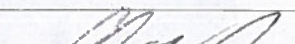
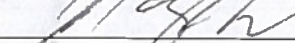
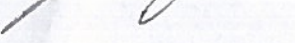


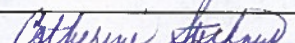

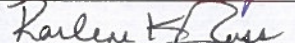
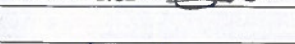
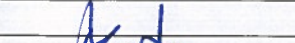


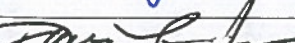
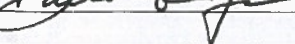


The information herein reflects the understanding reached. Please contact the author if you have any questions or are not in agreement with these Project Minutes

PROJECT MEETING SIGN-IN SHEET

Project: W. Edward Balmer Elementary School Feasibility Study
 Prepared by: Joel Seeley
 Re: School Building Committee Meeting
 Location: High School Media Center
 427 Linwood Avenue, Whitinsville, MA

Project No.: 17020
 Meeting Date: 10/2/2018
 Meeting No: 31
 Time: 6:30pm


Distribution: Attendees, (MF)

SIGNATURE	ATTENDEES	EMAIL	AFFILIATION
	Joseph Strazzulla	jstrazzulla@nps.org	Chairman, School Building Committee
	Melissa Walker	mwalker@nps.org	School Business Manager, MCPPO
	Alicia Cannon	Cannonhome0927@gmail.com	Member, Board of Selectmen, CEO
	Michael LeBrasseur	mlebrasseur@nps.org	Chairman, School Committee
	Paul Bedigian	bedigianps@cdmsmith.com	Representative of the Building, Planning, Construction Committee
	Steven Gogolinski	steve@gogolinskicpa.com	Representative of the Finance Committee
	Jeffrey Tubbs	jtubbs@charter.net	Member of community with architecture, engineering and/or construction experience
	Peter L'Hommedieu	PLHommedieu@shawmut.com	Member of community with architecture, engineering and/or construction experience
	Jeff Lundquist	jlundquist@therichmondgroup.com	Member of community with architecture, engineering and/or construction experience
	Andrew Chagnon	achagnon@vertexeng.com	Member of community with architecture, engineering and/or construction experience
	Spencer Pollock	spencerpollock22@gmail.com	Parent Representative
	Adam Gaudette	agaudette@northbridgemass.org	Town Manager
	Dr. Catherine Stickney	cstickney@nps.org	Superintendent of Schools, NPS
	Richard Maglione	rmaglione@nps.org	Building Maintenance Local Official
	Karlene Ross	kross@nps.org	Principal, W. Edward Balmer Elementary School
	Jill Healy	jhealy@nps.org	Principal, Northbridge Elementary School
	Gregory Rosenthal	groenthal@nps.org	Director of Pupil Personnel Services
	Lee P. Dore	lpdore@DoreandWhittier.com	Dore & Whittier Architects
	Thomas Hengelsberg	thengelsberg@DoreandWhittier.com	Dore & Whittier Architects
	David Fontaine, Sr.	DFontaine@fontainebros.com	Fontaine Bros., Inc.
	David Fontaine, Jr.	djf@fontainebros.com	Fontaine Bros., Inc.
	Mark Abdella	mabdella@fontainebros.com	Fontaine Bros., Inc.
	Jim Mauer	jmauer@fontainebros.com	Fontaine Bros., Inc.
	Joel Seeley	jseeley@smma.com	SMMA

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1000 Massachusetts Avenue
 Cambridge, MA 02138
 617.547.5400

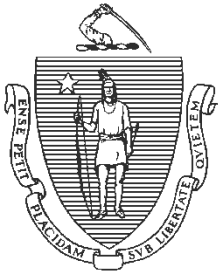
www.smma.com

 SMMA

Agenda

Project:	W. Edward Balmer Elementary School Feasibility Study	Project No.:	17020
Re:	School Building Committee Meeting	Meeting Date:	10/2/2018
Meeting Location:	High School Media Center	Meeting Time:	6:30 PM
	427 Linwood Avenue, Whitinsville, MA	Meeting No.	31
Prepared by:	Joel G. Seeley		
Distribution:	Committee Members (MF)		

1. Call to Order
2. Public Comments
3. Approval of Minutes
4. Approval of Invoices and Commitments
5. Review Community Forum No. 9 Findings
6. Prepare for Community Forum No. 10 – October 10, 2018
7. Prepare for Town Meeting Presentation
8. Review Committee Public Outreach
 - Events Calendar
 - Press and Blog Posts – Weekly and Monthly Series
 - Project Information Video
 - About the Valley Interview
 - Worcester Telegram Article
9. New or Old Business
10. Committee Questions
11. Next Meeting: October 16, 2018
12. Adjourn



Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

Jeffrey C. Riley
Commissioner

June 1, 2018

Mary Pichetti
Director of Capital Planning
Massachusetts School Building Authority
40 Broad Street, Suite 500
Boston, MA 02109

Dear Ms. Pichetti:

We have reviewed the space summary and accompanying documentation submitted by the Town of Northbridge for a construction project at the W. Edward Balmer Elementary School. We have done so in accordance with M.G.L. chapter 70B, section 6(6), which instructs us to certify "...that adequate provisions have been made in the school project for children with disabilities, as defined in section 1 of chapter 71B...".

We are satisfied with the district's proposed floor plans and believe that their special education plan will provide the community with an opportunity to serve its special education students well. The Massachusetts Department of Elementary and Secondary Education therefore certifies that this school project has been planned to adequately provide appropriate space to serve the programs and school populations referenced in M.G.L. chapter 70B, section 6(6) noted above.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Deninger".

Matthew J. Deninger
ESE designee on the MSBA Board of Directors

Cc: Vani Rastogi-Kelly, Director, Public School Monitoring, ESE
Amy Paulin, Supervisor, Public School Monitoring, ESE
Katie DeCristofaro, Capital Program Manager, MSBA
Katie Loeffler, Capital Program Manager, MSBA
Allison Jones, Project Coordinator, MSBA
Jennifer Flynn, Project Coordinator, MSBA
Fernando Garcia, Project Manager, MSBA

THE NEW W. EDWARD BALMER ELEMENTARY SCHOOL NORTHBRIDGE, MASSACHUSETTS

IMPORTANT DATES:

- ⇒ OCTOBER 23, 2018 FALL TOWN MEETING -- VOTE 7:00 PM at NHS FIELDHOUSE
- ⇒ NOVEMBER 6, 2018 DEBT EXCLUSION BALLOT VOTE -- POLLS OPEN 7 AM - 8 PM at NHS FIELDHOUSE



FRONT FACADE OF THE PROPOSED NEW SCHOOL

PROPOSED SITE PLAN

1. Parent Drop Off
2. Bus Drop Off
3. PK-K Park & Drop
4. Main Entrance
5. Early Ed. Entrance
6. PK-2 Playground
7. Outdoor Learning
8. 3-5 Playground
9. Service
10. Gardens
11. Bike Parking
12. Existing Building Footprint



Benefits of a new school:

- > Long-term solution to resolve deteriorating school buildings
- > 21st Century educational spaces that meet MSBA standards
- > Safe, code-compliant buildings that are a source of community pride
- > Reduces the number of building transitions for children
- > Better aligns fifth graders with their peers educationally and developmentally
- > Allows better vertical alignment of curriculum between grades

Key features of the proposed school:

- > Improved site circulation for student drop off/ pick up
- > Secured main entrance
- > Maker Spaces for hands-on project-based learning
- > Common areas link classrooms into kid-scale neighborhood
- > Special Education integrated into each team
- > Shared small group instruction rooms
- > Centrally-located teacher collaboration spaces
- > Cafeteria/Performance Space with double-sided stage between Cafe and Gym
- > Energy-efficient mechanical systems and green design

WHAT IS THE COST OF DOING NOTHING?

REPAIRS-ONLY to Balmer	\$32.7 million
REPAIRS-ONLY to N.E.S.*	\$20.3 million
TOTAL	\$53.0 million
COST TO NORTHBRIDGE	
for new PK-5 School	\$53.41 million

Watch our informational videos:
<https://www.nps.org/sbc>

INTERIOR VIEW OF A PROJECT-BASED LEARNING SPACE



PROJECT COST

The total project cost is \$100.97 million, and the State will reimburse the Town \$47.56 million. Estimated project cost to the Town is \$53.41 million.

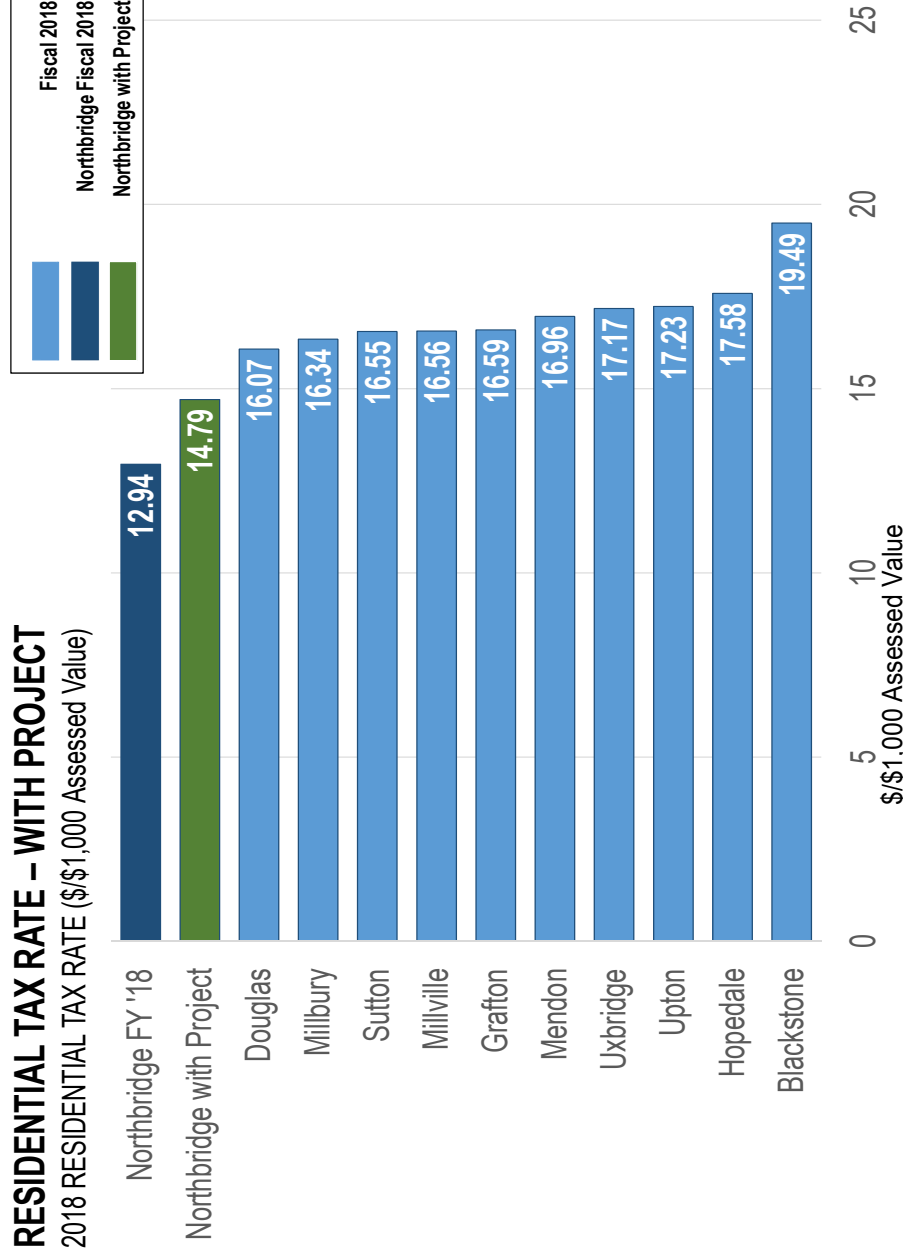
For a 30-year bond estimated at 4.5%, the average annual tax impact will be about \$1.85 per \$1,000 of assessed residential value.

On the average home assessed at \$301,000 the estimated tax increase is an average of \$558/ year.



Project Website:
<https://www.nps.org/sbc>
Project Email:
SBC@nps.org

This leaflet was produced by the
 Northbridge School Building Committee



THE NEW W. EDWARD BALMER SCHOOL

Our LAST Community Forum #10 will be at the

BALMER ELEMENTARY SCHOOL

In the CAFETERIA, 21 Crescent Street, Whitinsville

Wednesday, October 10, 2018 – 6:00 PM

HOSTED AND SPONSORED BY THE NORTHBRIDGE SCHOOL BUILDING COMMITTEE

REVIEW WHY THE PROJECT IS NEEDED

- Existing Condition of the Facilities
- Space Needs
- Educational Needs & Vision

REVIEW THE BENEFITS OF A CONSOLIDATED PreK-5 SCHOOL

- Educational and Operational Advantages
- Benefits for Site Users
- Inspiring, Dynamic Building Design

CONSTRUCTION TIMELINE

- Schedule and Project Management
- Communications with the Community
- Jobsite Safety, Planning, and Logistics

STATE GRANT & PROJECT COSTS

- Construction & Project Costs
- MSBA (State) share versus Town share
- Estimated Tax Impacts

CHILD CARE WILL BE PROVIDED



SITE, BUILDING, AND INTERIOR DESIGN UNDER DEVELOPMENT – SUBJECT TO CHANGE

IMPORTANT VOTING DATES!

- Town Meeting Vote – TUESDAY, OCTOBER 23, 2018
7:00 PM at High School Field House
- Debt Exclusion Ballot Vote – Election Day, TUESDAY, NOVEMBER 6, 2018
7:00 AM – 8:00 PM at High School Field House

Project Website: www.nps.org/sbc

Project Email: sbc@nps.org

SMMA – Owner's Project Manager

Dore & Whittier Architects - Designer

Fontaine Brothers, Inc. – Construction Manager



DORE & WHITTIER
ARCHITECTS, INC.

SMMA

Project Management



FONTAINE BROS., INC.

CONSTRUCTION MANAGERS
GENERAL CONTRACTORS

IN PARTNERSHIP WITH THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY

**Town of Northbridge
W. Edward Balmer Elementary School**

Informational Promotional Opportunities for the W. Edward Balmer Elementary School Project

Day	Date	Time	Board/Committee/Event	Location	Chair Email	SC/SBC Member Attending
Friday	9/21/2018	5:45-8:30PM	Balmer Family Movie Night	Balmer	kross@nps.org	
Friday	9/21/2018		Football Game	NMS	jstrazzulla@nps.org	
Wednesday	9/26/2018	6:00-7:30PM	Grades 3 and 4 Curriculum Night	Balmer	kross@nps.org	Peter & Klara L'Hommedieu
Thursday	9/27/2018	6:00-7:30PM	Grade 2 Curriculum Night	Balmer	kross@nps.org	
Friday	9/28/2018		Football Game	NMS	jstrazzulla@nps.org	
Wednesday	10/3/2018	6:00-7:30PM	NMS Curriculum Night			
Saturday	10/13/2018		WCC Fall Food Festival			
Wednesday	10/31/2018		Football Game	NMS	jstrazzulla@nps.org	A. Cannon

Project Budget Status

Updated: 9/30/2018

Feasibility and Schematic Design Phase	MSBA ProPay Code	FSA Agreement 3/22/2017	Budget Revision 7/31/2017	Budget Revision 4/18/2018	Current Budget	Vendor	Committed	Balance
OPM	0001-0000	\$ 200,000.00	\$ (75,000.00)	\$ (20,000.00)	\$ 105,000.00	SMMA	\$ 105,000.00	\$ -
DESIGNER	0002-0000	\$ 525,000.00	\$ (100,000.00)		\$ 425,000.00	D&W	\$ 425,000.00	\$ -
Environmental and Site	0003-0000	\$ 40,000.00	\$ 110,000.00		\$ 150,000.00	D&W	\$ 146,753.50	\$ 3,246.50
Other	0004-0000	\$ 10,000.00	\$ 65,000.00	\$ 20,000.00	\$ 95,000.00		\$ 51,753.54	\$ 43,246.46
Total Budget		\$ 775,000.00			\$ 775,000.00		\$ 728,507.04	\$ 46,492.96

** Spent from Other

	Date	Amount
GraffitiWorks	8/10/2017	\$ 495.00 Banner
First Night Uxbridge, Inc.	8/30/2017	\$ 360.00 Food Invoice for Public Meeting
Richard Vallee Jr.	7/2017-9/2017	\$ 400.00 Videography
Amazon	9/27/2017	\$ 464.94 Magic Master Swinger
James Viana	10/17 - 11/7/2017	\$ 50.00 Videography
GraffitiWorks	11/9/2017	\$ 75.00 Banner
Richard Vallee Jr.	10/3 - 11/21/2017	\$ 250.00 Videography
GraffitiWorks	2/20/2018	\$ 100.00 Signage
Telegram & Gazette	2/4/2018	\$ 198.00 Advertisement
LHS Associates, Inc.	3/6/2018	\$ 1,476.00 Census Mailing
GraffitiWorks	4/11/2018	\$ 200.00 Signage Updates
Richard Vallee Jr.	12/19/17-5/2/17	\$ 450.00 Videography
Fontaine Bros., Inc.	8/8/2018	\$ 40,000.00 PreConstruction Services
Dore & Whittier - USPS Mailing Fees	8/24/2018	\$ 1,339.87 Mailing Fees
Curry Printing	8/14/2018	\$ 1,943.25 Printing Fees - Warrant 14
Sarah Wildfever	9/11/2018	\$ 50.00 Videography
Dore & Whittier - Printing Costs	9/28/2018	\$ 3,901.48 Presentation Boards
		\$ 51,753.54