



HOLYOKE PUBLIC SCHOOLS
 JUNTOS PODEMOS | TOGETHER WE CAN

School Building Committee

Thursday, July 13th, 2023 from 6:00 p.m. - 7:00 p.m.

Location: Virtual

Remote Access: Computer: <https://hps-holyoke-ma-us.zoom.us/j/81136895654>

Phone: Dial: 13126266799 / Webinar ID: 811 3689 5654

Meeting Objectives:

- Debrief MSBA Vote
- Approve 06/15 SBC Meeting Minutes
- Review Membership Matrix, discuss Ward 4 seat vacancy
- Review overall project schedule
- Update on Early Site Package bidding
- Update on Site Plan Review
- Update on Building Design Process
- Discuss meeting schedule for working groups

Invitees:

- *School Building Committee Members:* **David Yos, Jessica Perella, Kathy Ortiz, Mark Lubold, Peter Tallman, Reina Lorenzi, Erin Brunelle, Anja Ryan**
 - *Absent:* Camilia Garcia, Anthony Soto, Jackie Glasheen, Whitney Anderson, Josh Garcia, Jaime Morrow, Kenia Davila
- *Working Group Members:* **Wendy Weiss** (absent: Ysaaca Axelrod, Ron Collamore)
- *Additional Community Members:* **Erin Linville, Sean Sheedy, Mike Bissonette** (absent: Candice Healy)

Additional Staff:

- *Owner's Project Manager - Anser Advisory:* **Margaret Wood, Kseniya Slavsky** (Absent: Petros Davos)
- *Architect - Mount Vernon Group (MVG):* **Chris LeBlanc** (absent: Frank Tedesco, Hugo Coutinho, Adolfo Cuevas, Dennis Daly)
- *Design Consultants:* (absent: Cam Cosine, J.P. Charboneau (landscape architect), Naomi Cottrell)
- *Interpreters:* **Johanna Castilla, Wanda Peralta** (absent: Les Sepulveda)

To Prepare for this meeting:

- Review and be ready to approve the [23_0615 - MSBC Meeting Minutes](#)
- Review the [23_0615 - Peck Schedule - Overall](#)
- (Added 7/12 11 am): [2-page bid overview for early site package work](#)
- Review [membership matrix](#) and email Erin Linville (elinville@hps.holyoke.ma.us) if your child's school location is changing next year (see column AM)

Time	Mins.	Topic	Owner
6:00	5	<p>Welcome</p> <p>FYI: Members of the public wishing to submit public comments can email erinfontainebrunelle@gmail.com no later than 3:00 p.m. on the day of the meeting to request the opportunity to speak for up to 2 minutes or to request a written statement be read aloud.</p> <ul style="list-style-type: none"> - Meeting called to order at 6:06 PM - No public comment 	Erin Brunelle
6:05	5	<p>Debrief MSBA Vote</p> <ul style="list-style-type: none"> ● Margaret Wood noted that on 6/21/23, there was a successful MSBA Board vote. ● The mayor spoke in support of the project. ● There were letters of support and remarks from Rep. Duffy and Senator Velis. ● The project was received very positively by the MSBA and their consideration was much aided by the positive local vote that happened ahead of the MSBA Board meeting. 	Mayor Garcia, Margaret Wood
6:10	5	<p>Review next steps from last meeting or other Notes</p> <ul style="list-style-type: none"> ● Check in on actions from last meeting <ul style="list-style-type: none"> ○ Approve the 23_0615 - MSBC Meeting Minutes <ul style="list-style-type: none"> ■ Motion to Approve: Peter Tallman ■ Seconded: Kathy Ortiz ■ Approved: All (8) 	Margaret Wood
6:15	5	<p>Review and discuss membership matrix, Ward 4 seat vacancy</p> <ul style="list-style-type: none"> ● Ward 4 Vacancy: <ul style="list-style-type: none"> ○ Ms. Deborah Vega had to resign due to schedule restrictions. ○ Seeking a new member. It does not have to be from Ward 4, but would like to keep diversity of wards and in other ways. ○ <p>Project Representative for the City:</p> <ul style="list-style-type: none"> ● Sean Sheedy: Representing and managing the project on behalf of the City of Holyoke, is joining the meetings going forward, but is not currently a member of the committee. 	Mayor Garcia

Time	Mins.	Topic	Owner
6:20	5	<p>Review and discuss 23_0615 - Peck Schedule - Overall</p> <ul style="list-style-type: none"> Margaret presented: 23_0713-Peck Schedule-Detail 	Margaret Wood, Chris LeBlanc
6:25	10	<p>Update on Early Site/Demo Package bidding</p> <ul style="list-style-type: none"> The early construction package which includes Abatement, Demolition and Sitework is out to bid as of Wed 7/12/23. It was delayed by a week due to the holiday. Bidding via an electronic process, using an online system called BidDocs.com Bids are due 8/2/23. The team will be able to offer an update on 8/3/23 after bid review. Work is expected to take place between September and December 2023. When the early package work is done, the site will be prepared for the Building General Contractor to excavate for the building foundation without significant earth moving. 	Margaret Wood, Chris LeBlanc
6:35	5	<p>Update on Site Plan Review</p> <ul style="list-style-type: none"> MVG is preparing the necessary documents. MVG and Anser met with the assistant City Planner. Will have a preliminary meeting towards the end of July 2023. Will then submit an application to the Planning Board, who will have a review period. The Planning Board will distribute for review to all other departments, including emergency services, and for public comment. MVG will answer any questions. The process takes 8-10 weeks, up to 12 weeks, but should be within the project schedule. Aiming for approval in October 2023. 	Chris LeBlanc
6:40	10	<p>Update on Building Design Process</p> <p>Chris LeBlanc provided an update:</p> <ul style="list-style-type: none"> All consultants are fully engaged in working on the design. Meeting with stakeholders to confirm coordination of MEP/FP and technology systems. 	Margaret Wood, Chris LeBlanc

Time	Mins.	Topic	Owner
		<ul style="list-style-type: none"> ● MVG will be setting up meetings through Whitney Anderson and Sean Sheedy with appropriate City of Holyoke and HPS departments. ● MVG met with HPS science faculty members regarding proposed furniture and equipment for the science program. ● Will present the updated 3D model of the building in future meetings. ● The new energy code is now in effect and this required some revisions to the design, especially the windows. Reduced total window area, changed the window frame material. Will discuss the changes in more detail in a future meeting. ● At the 60% CD level, this fall, will make another design submission to the MSBA. ● Bid documents will be ready in November 2023. ● There will be an opportunity to present a design update to the public around October/November 2023. 	
6:50	5	<p>Discuss meeting schedule for project working groups</p> <ul style="list-style-type: none"> ● In the next SBC meeting (8/3/23), MVG will provide a list and schedule of necessary working group meetings to review elements of the design. ● Because this is a model school, this will be an abbreviated process, but will seek input where appropriate. 	Chris LeBlanc
6:55	5	<p>Review Next Steps</p> <p>Upcoming Meetings:</p> <ul style="list-style-type: none"> ● Thursday, August 3rd, 6:00 pm - 8:00, MSBC Meeting <ul style="list-style-type: none"> ○ Agenda items: <ul style="list-style-type: none"> ■ Share bids ■ Any new committee assignments ■ Schedule of subcommittee meetings ● Thursday, August 17th, 6:00 pm - 8:00, MSBC Meeting ● Thursday, September 7th, 6:00 pm - 8:00, MSBC Meeting <p>Motion to Adjourn / Adjourned at 6:31 PM</p> <ul style="list-style-type: none"> ● Motion to Approve: Mark Lubold ● Seconded: Peter Tallman ● Approved: All (8) 	Erin Brunelle
		<p>Possible Topics for Future Meetings</p> <ul style="list-style-type: none"> ● TBD 	

