1. **Call to Order**

   Jared Fulgoni, Superintendent of Schools, called the Amesbury Elementary School Building Committee (AESBC) Meeting to order at 4:05 PM.

2. **Meeting Minutes**

   NV5 distributed the AESBC Meeting Minutes from the prior meeting held on October 10, 2019.

   **Motion:** Motion by Peter Hoyt, seconded by Joe McMilleon to approve the 10/10/2019 AESBC Meeting Minutes. The motion passed unanimously.

3. **Approval of October 2019 Invoices**

   The following invoices were submitted for approval:

   - DiNisco Design Invoice #9209 - $935.00  (Hydrant Flow Testing)
   - DiNisco Design Invoice #9215 - $195,750.00  (Design Development Phase)
Motion: Motion to approve the above Invoices made by Peter Hoyt, seconded by Joe McMilleon to approve the invoices totaling $196,685.00. The motion passed unanimously.

4. Project Design Update

The Project Team provided an update on the Design Development Phase progress since the last Building Committee meeting, which is summarized as follows:

- Working group meetings are occurring on a bi-weekly schedule, with three meetings so far with focused review of updated floor plans, early site package on 10/17/19, key building spaces and interior and exterior finish materials on 10/29/19, and Kitchen, MEP systems and generator on 11/12/19.
- It was noted that upcoming working group meetings will focus on instructional technology and site and building security with attendance of Police and Fire Chiefs.
- Additional Service Requests for the survey, geotech and environmental permitting scopes were developed and approved within the allowances carried in DiNisco’s contract and the work is proceeding as follows:
  - The full on the ground existing conditions survey is progressing as well as conducting borings and test pits to obtain additional subsurface soil information.
  - A preliminary meeting will be scheduled with the Conservation Commission agent to get early input on the site layout once the existing conditions information is obtained.
- DiNisco provided a Design Update Presentation which included updated exterior and interior renderings (attached). Some of the key points noted are as follows:
  - The overall massing of the building is consistent with SD, however some of the lines have been squared off to simplify the layout. The stage has also been straightened out to provide for a more efficient configuration.
  - The lobby area has been reconfigured to move the stairs, creating an opportunity for a breakout/gathering space, open to above and providing for a large feature wall which could accommodate a large art/interactive map focused on Amesbury’s industrial history.
  - The materials proposed for the building exterior include groundface CMU at base and 2 colors of brick, which will complement the adjacent Cashman building. Additional materials include metal panel, wood phenolic panels and fiber reinforced concrete panels.
  - DiNisco presented an image of a building with a more conspicuous design aesthetic to gauge the Committee’s reaction. The consensus seemed to indicate that the example was viewed as being too extreme for this application, but there was positive feedback to use color in a more conservative manner.
  - Interior views of the cafeteria were presented. It was noted that a portion of the ceiling will be open/exposed and acoustical panels will be utilized. A question was asked regarding potential additional acoustical measures, such as wrapping the structure in foam. The design team will review if any additional measures make sense. It was also noted that the furniture layout is assumed to be round tables, which is somewhat less efficient than rechelp to keep noise levels down.
  - The classroom wing was reviewed and it was noted that the classrooms are clustered in groups of 2 to 3. The millwork is shown in a lighter wood tone such as maple, but may end up going with oak to avoid yellowing color. It was requested that the edges be eased.

A summary schedule was presented outlining the general timeline for the remaining project phases, summarized as follows:

- Design Development is ongoing and will be completed in January, when the DD documents will be issued to the cost estimators. The cost estimates, reconciliation and value engineering will be completed and the package will be submitted to the MSBA February 10, 2020.
5. **Update on MSBA Project Funding Agreement**

The Project Scope and Budget Agreement has been signed and returned to the MSBA. This will trigger the MSBA to move ahead with preparing the Project Funding Agreement, which will require the Town to have funds in place so it was noted that the bond funding process should be moving ahead in parallel.

6. **Proposed Next Meeting Date**

**WORKING GROUP:** A Working Group, headed by Amesbury Superintendent Dr. Fulgoni, as main contact, will gather input from faculty and staff and facilities personnel who will advise Dr. Fulgoni. Mr. Fulgoni and the Project Team will present progress updates to the full AESBC. Meetings will primarily be held bi-weekly on Tuesdays at 9:00-11:00 AM with Dr. Fulgoni, DiNisco Design, NV5 and invited guests. During the Design Development phase meetings are planned for October 17th, October 29th, November 12th, November 26th, December 10th and January 2nd.

**BUILDING COMMITTEE:** The Amesbury Elementary School Building Committee (AESBC) will meet monthly on the 4th Thursday of each month, except when schedule or holiday conflicts require that it shift to a different day. The next AESBC Meeting is scheduled for December 19, 2019 at 4:00 PM.

7. **Other Business**

It was discussed that the official list of AESBC is outdated and should be updated and submitted to the MSBA. Given the changes in Building Committee composition that will occur at the beginning of 2020, the update will be made at that time. NV5 will work with the district to confirm the current AESBC members and prepare the update accordingly.

8. **Adjournment**

Joe McMilleon made a motion, seconded by Peter Hoyt, to adjourn the AESBC Meeting a 4:48 PM. The motion passed unanimously.

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These meeting minutes were prepared by NV5. Please notify NV5 within 48 hours of receipt of this document regarding any required corrections or clarifications.
Amesbury Elementary School
Ground Floor Plan
First Floor Plan
Second Floor Plan

LEGEND
- CLASSROOM
- SPECIAL EDUCATION
- LIBRARY
- ART/MUSIC
- STAGE
- GYMNASIUM
- KITCHEN/CAFETERIA
- ADMINISTRATION
- BUILDING SERVICES
- CIRCULATION
Front Approach
View from Playground
View from Woodsom
Building Materials

- Metal Panel
- Phenolic Panels
- Metal Windows & Trim
- Fiber Cement Panels
- GFCMU
- Accent Brick
- Field Brick
Building Materials

- Parklex/M Look/Fundermax
- Metal Panel
- Swisspearl
- Parklex/M Look/Fundermax
Precedents | Masonry
Precedents | Fiber Cement Panels
Precedents | Fiber Cement & Metal Panels
Precedents | Glass
Main Entry Lobby
Main Entry Lobby
Library
Library Updated
Cafeteria Updated
Gymnasium
Classroom Cluster
Project Area
Typical Classroom
## Project Schedule

<table>
<thead>
<tr>
<th>Step</th>
<th>Start</th>
<th>Finish</th>
<th>Duration</th>
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<tbody>
<tr>
<td><strong>Schematic Design</strong></td>
<td>1/3/19</td>
<td>7/10/19</td>
<td>6+ months</td>
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<tr>
<td>• MSBA Submission</td>
<td>7/10/19</td>
<td></td>
<td></td>
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<tr>
<td>• MSBA Board Vote</td>
<td>8/28/19</td>
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<tr>
<td><strong>City Funding Vote</strong></td>
<td>10/8/19</td>
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<tr>
<td><strong>Design Development</strong></td>
<td>10/9/19</td>
<td>1/31/20</td>
<td>3+ mos.</td>
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<tr>
<td><strong>Agency Reviews &amp; Approvals</strong></td>
<td>1/13/20</td>
<td>5/18/20</td>
<td>4 months</td>
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<tr>
<td><strong>Construction Documents</strong></td>
<td>2/1/20</td>
<td>9/30/20</td>
<td>8 months</td>
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<tr>
<td><strong>Bidding</strong></td>
<td>6/1/20</td>
<td>6/30/20</td>
<td>Early Site</td>
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<tr>
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<td>10/1/20</td>
<td>11/30/20</td>
<td>2 m. Project</td>
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<tr>
<td><strong>Construction</strong></td>
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<td>24 months</td>
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<tr>
<td>• Early Site Construction</td>
<td>7/1/20</td>
<td>11/30/20</td>
<td>5 mos.</td>
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<tr>
<td>• Building Construction</td>
<td>12/1/21</td>
<td>5/31/22</td>
<td>18 months</td>
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<tr>
<td>• Building Completion – Cx, FFE</td>
<td>6/1/22</td>
<td>8/1/22</td>
<td>2 m.</td>
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<tr>
<td>• Occupancy</td>
<td>8/1/22</td>
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