

Glenn Brand, Ed.D.
Superintendent of Schools



Alice Brown-LeGrand
Director of Student Support Services

Christine Elliott
Assistant Superintendent for
Curriculum & Staff Development

Andrea Stern Armstrong
Director of Human Resources

Paul Ruggiero
Assistant Superintendent of
Administration & Finance

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Kenneth Lord
Director of Technology &
Digital Learning

*A school and community partnership that provides an inclusive, respectful, and collaborative learning environment
where all stakeholders are engaged in the development of the whole child.*

MSBA Wildwood School Building Committee Meeting
November 29, 2022 06:00 PM
Wilmington High School, 159 Church Street, Large Group Instruction Room

Meeting Minutes:

1. Roll Call

Superintendent Brand called to order the Wildwood School Building Committee Meeting at 6:01PM.

Committee members in attendance:

- Dr. Glenn Brand, School Superintendent, Committee Chairman
- Jeffrey M. Hull, Town Manager
- David A. Ragsdale, School Committee
- Paul Ruggiero, Assistant Superintendent of Administration & Finance
- Marianne Gallezzo, Finance Committee
- Paul J. Melaragni, Permanent Building Committee
- Gregory B. Bendel, Board of Selectmen
- Kate Bissell, School Principal
- Diane M. Allan, Permanent Building Committee
- John C. Holloway, Permanent Building Committee
- Melissa D. Plowman, School Committee *Alternate*
- Kevin A. Caira, Board of Selectmen *Alternate*
- Kristen Walsh, School Principal *Alternate*

Absent:

- George W. Hooper II, Public Buildings Superintendent
- Bryan T. Perry, Finance Director/Town Accountant

Community members in attendance:

None

Notice of Non-Discrimination

All educational and non-academic programs, activities and employment opportunities at Wilmington Public Schools are offered without regard to race, color, sex, religion, national origin, ethnicity, sexual orientation, gender identity, homelessness, age and/or disability, and any other class or characteristic protected by law.

2. Approval of minutes from 11/21/2022 MSBA Wildwood School Building Committee meeting

Motion: Ms. Gallezzo moved to approve; the motion was seconded by Mr. Melaragni.

Vote: Unanimous

3. Update on MSBA Owner's Project Manager Selection & Next Steps

Mr. Hull stated that the procurement process moved rapidly. The Request for Services (RFS) for an Owners Project Manager (OPM) was posted in late September with a due date of 10/19/2022.

He then added that an OPM serves as the town's representative in overseeing the designers and contractors. He stated that eight (8) firms submitted proposals. The Wildwood Owner's Project Manager Committee subcommittee reviewed those proposals and narrowed their choices to three (3) firms to interview. The company SMMA was selected as the recommended firm. The town has since negotiated with the firm for a \$150,000 fee for the feasibility work services and \$35,000 for cost estimate services. Mr. Hull stated that this information was then added to the Narrative of the procurement process which was submitted to MSBA. He stressed that the project is in line for the MSBA OPM Review Committee virtual hearing scheduled for 12/5/2022. Following that virtual meeting, the town will receive a letter from MSBA to proceed which will then allow Mr. Hull to execute the contract.

Ms. Allan asked if there are OPM's or architects certified by MSBA. Mr. Hull said they are required to have certain qualifications of state codes, specific licenses/# of years of experience in the trade, and special designations/certifications. Dr. Brand shared a reminder that there will be ample opportunities for the community and staff to provide feedback on the project.

4. Wildwood School Interim Solution Proposal

Dr. Brand briefly reviewed the history regarding the Wildwood School interim options process.

He then presented a slideshow covering the following content:

- Challenges with Recent Options
- Consideration & Capacity of the Middle School
- The Proposed Plan
- Anticipated Challenges of the Proposed Plan
- Anticipated Benefits of the Proposed Plan
- Anticipated Costs to Support the Plan
- Next Steps

(See presentation for details)

In general, the Proposed Plan would include continuing five (5) classrooms at the West Intermediate School as well as hosting seven (7) classrooms across the way at the middle school. Dr. Brand added that as soon as the district has the cost estimate, he'd like to gather the Wildwood School Building Committee together to review the data for their decision and recommendation to the School Committee so the School Committee can vote on how to proceed at their meeting on 12/21/2022.

Ms. Gallezzo asked about the outdoor playground space and what it would look like. Dr. Brand said they plan to explore non-permanent structure(s), so items could be relocated to another school site (e.g. Boutwell) once it is no longer needed at the satellite site. Ms. Plowman advocated that a play structure for the Wildwood students be located at the West Intermediate so the 4th and 5th grade students could use it too. Mr. Caira added that when adding a play space for Wildwood, he would not want the district to disrupt the West Intermediates softball field or the middle school baseball field. Mr. Bendel stated that he believes this new option is the best version to date and should be seriously considered. He asked where funding would come from for any approved proposal. Mr. Hull said the anticipated costs would be a capital item in the Towns Operating Budget for approval at the spring town meeting. Mr. Ragsdale asked for the principals perspectives. Ms. Bissell and Ms. Walsh agreed that the new proposal would minimize many of the current challenges the Wildwood faces. Mr. Melaragni asked if they see anything as impossible with the new option. Ms. Bissell stated that if the physical space is addresses as it is proposed, then they can make the rest of the proposal work for the Wildwood School. Ms. Allan asked how the middle school students will be impacted by the relocation of the library/media room. Dr. Brand said the collection of books in the middle school library is limited due to the use of 1:1 technology resources. Since it is not actively used on a daily basis, any staff that need the space can utilize other locations within the school. Ms. Allan said she lives near the school and is concerned about the need to create bathrooms due to the use of septic systems. She asked how the West Intermediate bathrooms are working out for the Wildwood students. She also stated that she believes *PODS* could be used to store any items removed from the middle school classroom spaces. Ms. Walsh said the 1st floor bathrooms at the West Intermediate are primarily being used by the Wildwood students. She added that they have had some bathroom difficulties with PreK students, so they have tried different options to create the least disruption. Ms. Bissell and Ms. Walsh offered brief details about the shared class sizes and the make-up of programs for PreK and K at their schools. Mr. Ragsdale added that for equity and fairness, they need to consider the disruptions to the West Intermediate and the middle school. He added that the Wildwood School needs to be focused on as a “whole community” between these two sites, especially when considering any potential improvements to either school. Dr. Brand added that they are looking at using two spaces on the lower level of the West Intermediate in order to move music classes back into classroom spaces. Mr. Melaragni asked what space the Wildwood students will have for gym, cafeteria, auditorium, etc. Dr. Brand said they are still working out the details of which spaces could be used for which classes. For instance, if the middle school cafeteria can’t be used due to scheduling, then the Wildwood students would use the Library/Media Center space. Ms. Plowman asked if any contractual issues will come up with the cafeteria staff. Mr. Ruggiero said he believes no and reiterated that the Director of Food Services, Ms. Palen, will work out any necessary details with the food services staff. Ms. Plowman asked if modular classrooms should be considered at the middle school to address some of the challenges that were listed earlier. Ms. Gallezzo stated that it is unknown if the town can even acquire modular classrooms (limited product availability) at this time as well as the concern of storing them once they are no longer needed. Mr. Hull added that the Wildwood facility could be used as a storage space. Mr. Ragsdale said as the MSBA project progresses, many of the current issues may become

clearer and allow for better options for the direction of the school district. Ms. Plowman asked about staff reactions. Dr. Brand said he recently spoke with Dr. Quirk after she spoke with her staff. She said they are grappling with the changes as a whole. Mr. Ragsdale stated that the burden will not be shared equally, but that the district needs to move forward while remembering to lighten the load whenever possible.

5. Next Steps

Dr. Brand said Dore & Whittier will follow-up with the district by early December with cost estimates for the new option. Once that information is available, he would like to reconvene the Wildwood School Building Committee so it can consider the costs and options for their recommendation.

The next scheduled meeting will be held virtually on Tuesday, 12/13/2022 at 6pm.

Ms. Allan asked following the committee recommendation, will the School Committee take over with managing the aspects of the interim placement. Dr. Brand confirmed yes, and added that the Wildwood School Building Committee would then move ahead with the building process with the OPM and through the MSBA process.

6. Public Comment

No public comments were made.

7. Adjourn

Superintendent Brand called to adjourn the Wildwood School Building Committee Meeting at 7:31PM.

Motion: Ms. Allan made the above motion; it was seconded by Mr. Bendel.

Vote: Unanimous

Respectfully Submitted,

Tracy Ingersoll, Executive Assistant to the Superintendent
(Temporary meeting recorder; minutes derived from the public meeting recording on wctv.org
at <https://imd0mxanj2.execute-api.us-west-2.amazonaws.com/ssr/watch/6388e20458dff8000887cd18>)