

February 23, 2010, 3:30 PM, Meeting held at the Searles Building, 2nd Floor Conference Room
MEETING NOTES

Committee Members Present: See attached sign-in sheet

Guests Present:

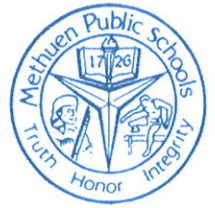
Nancy Goodwin	NG	Finegold Alexander and Associates (FA+A)
Jim Alexander	JA	Finegold Alexander and Associates (FA+A)
Tony Hsiao	TH	Finegold Alexander and Associates (FA+A)
David Breen	DBre	KBA/Trident - OPM
Mary Mahoney	MM	KBA/Trident - OPM
Gino Baroni	GB	KBA/Trident - OPM
Dan Bradford	DBra	KBA/Trident - OPM

Item No.	Item	Description
1.	Call to Order	The meeting was called to order at 3:38 PM by the Chair, Suzanne Lamoureux. (SL)
2.	Approval of meeting notes from 1/26/10	Motion made by Arthur Nicholson (AN) to accept the meeting notes, seconded by Robert Vogler (RV). Unanimous vote in favor.
3.	MSBA response to meeting on 1/28/10	DB discussed the email response from Karl Brown at MSBA to the meeting held at MSBA on 1/28/10. The meeting was held to discuss the letter from Mary Pichetti that listed several concerns about the last space summary chart submitted to MSBA. Karl's email presented a short list of items that FA+A will address when they submit the information required for the sub committee meeting on March 10, 2010 at MSBA.
4.	Schematic Design Progress	<p><i>Subcommittee presentation:</i> JA indicated that the design team will be allowed 15 minutes to present to the subcommittee with a 10 minute Q & A period so the presentation needs to be brief and on point. FA+A is completing a powerpoint presentation and JA suggested that at the next building committee meeting on 3/9/10 FA+A run through the presentation that will be delivered the next day at MSBA. All of the information for the 3/10 meeting is due to be delivered to MSBA on 2/26/10. The packet of information includes information that needs to be generated by Methuen and the OPM as well as the information being presented by FA+A. All of the information is to be forwarded to KBA/Trident and it will be sent in to MSBA as a single submission. It has been determined that for the subcommittee meeting, SL will provide a brief introduction and then FA+A will make their presentation and others will be there to address the questions posed by the subcommittee.</p> <p><i>Schematic Design Progress – Classroom wing and natural light:</i> JA described the progress that has been made with the schematic design and focused on the academic wing and the classroom spaces. JA discussed the ideas for introducing natural light and ventilation through the new light wells that will be introduced into the center of the building. JA also discussed the vertical circulation within each of the 2 academic houses being in central stairways that are located within those light wells. The light wells also abut classrooms so that every classroom that is not located on the exterior perimeter will still have natural lighting from these light wells. JA noted that with creating these light wells within the existing building, the preferred scheme maintains 85% of the existing building space as useable space for the academic use.</p>

Item No.	Item	Description
4.	Schematic Design Progress (continued)	<p>Schematic Design Progress - Exterior Building Design: TH reviewed the progress that has been made with beginning to consider the fenestration patterns. Lighting, acoustics and the function of the space within the building are all factors that are being studied as the options are being presented. Comments from the committee members included concern with introducing bold colors to the exterior of the building, preference for a more traditional and conventional window pattern, interest in the possibilities for exterior wall materials to be selected (noted issues with a metal panel system that did not perform well on another school project in the city). TH mentioned that it is difficult to perceive the true three dimensional appearance of a 2 dimensional illustration and the perspective drawings will be helpful. Also, the 2 dimensional drawings don't have the existing or proposed landscaping features on them and that could affect how the building forms and windows look on the façade. RV mentioned that architectural features on buildings throughout the city could be considered in the final look of the HS, such as the turret form that is present in older buildings in Methuen.</p>
5.	Variance	<p>GB met with the building commissioner today to discuss the process for submitting to him to initiate the variance process. GB needs to follow through with FA+A to prepare the proper material for submission to him.</p>
6.	Invoices	<p>There were no invoices presented .</p>
7.	Other business	<p>Geotechnical Field Investigations and Soil Sampling: DB reported that the borings and soil sampling efforts were completed by Haley and Aldrich over the February vacation week to take advantage of there being no one in the school.</p> <p>The cost for obtaining the geotechnical information is \$11,000 as an additional service proposal to the FA+A contract. The OPM has reviewed the proposal from FA+A and recommended approval by the committee. A motion to approve this proposal was made by AN, seconded by RV and voted unanimously in favor.</p> <p>School Committee Presentation: AN mentioned that the project was presented and discussed last evening at the school committee. SL, Jim Giuca (JG), AN, GB and DB discussed the project briefly with the committee. AN indicated that the project seemed to be well-received by the committee and they are behind the direction the project id moving in and expressed their hope that the community support will be there when they are called on to support it.</p> <p>Furniture Layouts: NG presented some furniture layouts for individual spaces that are being developed at this time as well.</p>
8.	Other Business	<p>Next meeting: March 9, 2010 at 3:30.</p>
9.	Adjourn	<p>Motion made by Robert Vogler to adjourn, seconded by Arthur Nicholson. Unanimous vote in favor to adjourn at 4:16 PM.</p>

To the best of my knowledge, these notes are a fair representation of the issues and items discussed at the meeting. Additional items or corrections should be brought to the attention of the writer.

Submitted by: Daniel P. Bradford, AIA



CITY OF METHUEN BUILDING COMMITTEE

Sign-In Sheet

Tuesday, February 23, 2010

	Name	Initials
1	Mayor William Manzi, III	<i>WManzi</i>
2	John Cronin	
3	Sarah Dagher	
4	Stephen DeFeo	
5	Jim Giuca	
6	Ann Guastaferrero	
7	George Kazanjian	
8	Thomas Kelly	
9	Suzanne Lamoureux	
10	Joseph Leone	
11	Dorothy Najolia	<i>D. Najolia</i>
12	Arthur Nicholson	<i>A. Nicholson</i>
13	Frank Russo	<i>F.R.</i>
14	Judith Scannell	
15	Bryan Sweet	
16	Robert Vogler	
17	Dr. Jeanne Whitten	
18	Stephen Zanni	<i>S. Zanni</i>