



## Town of Swampscott, Hadley Elementary School

### Swampscott School Building Committee Meeting #20

Date & Time: 7:30AM on December 10, 2013

Location: Swampscott Middle School

#### Attended

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<b>Swampscott School Building Committee (SSBC):</b>	Joseph Crimmins, SSBC Chair (JC) Sandra Rivers, Principal, Hadley School (SR) Garrett Baker, Member, MCPPO Certified (GB) Thomas Younger, Town Administrator (TY) Pam Angelakis, Assistant Superintendent (PA) Gregory D'Antona, Finance Committee (GD) Niles Tooher, Engineer, (NT) Carin Marshall, School Committee Member (CM) Laurier Beaupre, Ex. Officio (LB)
<b>collaborative partners (CP):</b>	Inger Hamre-Foley (IHF)
<b>Mount Vernon Group Architects (MVG):</b>	Al Cuevas, AIA (AC) Arnel Catalan (AC)

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The purpose of the meeting is to move the Hadley Elementary School Project forward.

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#### **Approval of Meeting Minutes**

Motion: That the minutes of meeting #19, dated November 26, 2013 be accepted.

Motion by: Garrett Baker

Seconded: Niles Tooher

Vote: Unanimous

#### **Approval of Invoices**

Motion: That Collaborative Partners invoice 13051-08 for \$11,173.75 and Mount Vernon Group Architects invoice 02013.08-0000005 for \$43,001.20 be approved for services in the feasibility study/schematic design phase be approved.

Motion by: Garrett Baker

Seconded by: Gregory D'Antona

Vote: Unanimous

#### **Sustainability**

MVG's Sustainable Manager, Arnel Catalan reviewed the MA-Collaborative for High Performing School (CHPS) checklist, and stated that they have successfully completed several projects and have six more projects in design and construction using the MA-CHPS.

MVG would like to target 70 points total for the scorecard, as the minimum is 50 points and in the end of the project there might be a few points that we don't get certified.

The registration fee for MA-CHPS is \$1,250 for non-member school district and \$900 for member district. MVG suggested that the District register for free to lower the cost to \$900. The project will be approximately 100,000 sf which currently estimates the full service review fee to \$4,200.

MVG reviewed a power point presentation on what measures can be implemented for each of the MA-CHPS score sheet sections.

*Integrated Design:* A design workgroup will be set up in early January with the District, MEP consultant, landscape architect, utility company, Town's Renewable Energy Group, architect and OPM to review what sustainable measures will make most sense for this project to include. The recommendations will be brought to this Committee for approval.

*Educational Display:* Other projects have featured their "green initiatives" on plaques either outside or inside the school for educational purposes.

*Demonstration Areas:* A TV monitor in a hallway or front lobby that display the facility's energy consumption.

*Innovation:* Examples are displacement diffusers and electric vehicle charging stations.

*Life Cycle Cost Analysis:* Determine maintenance and energy cost of building systems

*School Garden:* A school garden teaches the students to produce natural food and self-preservation

*HVAC Design:* Engineers will follow ASHRAE 62.1, and create ventilation spreadsheet establishing minimum level of indoor air quality.

*Construction IAQ Management:* During construction the ductwork will be sealed to protect from dust infiltration. Upon completion of the construction the system will be flushed out and new filters on all equipment will be installed.

*Pollutant & Chemical Source Control:* Entry mats capture dirt and moistures when entering the building and makes the floors last longer.

*Moisture Management:* Building materials were kept dry and clean prior to installation to prevent growth of mold and bacteria. The specifications will include language about storing material on site, and the Owner's Project Manager (OPM) will be onsite full time and will together with the Architect monitor that the storage of the building materials are being done per specifications. If issues arise they will be addressed with the General Contractor and followed up on during weekly construction team meetings.

*View Windows:* View windows provide connection between classrooms and outdoor environment. Most school will have 90% of their classrooms with windows.

*Eliminate Glare:* Exterior sunshades or window shades minimize glare and direct sunlight penetration. The exterior sunshades are bolted in and can be removed if a window is to be replaced. Windows can sometimes also be replaced from the inside.

*Acoustical Performance:* Acoustical walls and ceilings improves speech communication and reduces the exterior noise. Some areas will get additional acoustical treatment including the cafeteria and gymnasium including the folding panel; music; and media center. As the project get into Design Development the details of the acoustical elements will be detailed.

*Low-Emitting Materials:* Low-emitting paint reduces concentrations of harmful volatile organic chemicals.

*Day Light in Classrooms:* Clear window allow natural day lighting to improve student productivity and energy savings.

*Controllability of Systems:* Operable windows and thermostat provide reasonable control of thermal environment in classroom. The thermostat is often set so that each room can vary by 3-4 degrees.

[Electric Lighting:](#) The electrical engineer will calculate the light fixtures illumination so that each area of the room, especially the desks and teacher desk, and teaching walls achieve the 35-50 fc average illumination.

[Energy Performance:](#) Energy model measures energy consumption of building systems to determine operational cost

[Facility Staff and Occupant Training:](#) User guide explains how to operate classroom lighting and HVAC systems. Training is important in order to maximize the efficiency of many of the new systems.

[Renewable Energy:](#) Solar panels produces clean energy and reduce dependence on fossil fuels. During summer months the District could potentially sell the excess of the power produced back to the utility company.

[Water Use Reduction:](#) Water efficient plumbing fixtures reduce burden on municipal water supply and wastewater systems.

[Reduce Potable Water Use for Recreational Landscaping Areas:](#) Moisture meters and special grass can reduce water use for landscape irrigation.

[Joint Use of Facilities:](#) If the school can be used by the community activities it will reduce site development of other projects.

[Central Location:](#) School site is located within ½ mile of 8 basic services to promote smart growth and reduce travel distance. Basic services include bank, grocery store, barber shop, etc.

[Building Layout and Microclimates:](#) Building layout take advantage of solar orientation and prevailing wind direction.

[Public Transportation:](#) The project is not located within ¼ mile of one or more public bus stop so the project will not be able to get points in this category.

[Pedestrian/Bike Access:](#) Bike racks encourage alternative transportation to reduce dependence on cars.

[Cool Roofs/Green Roofs:](#) White membrane roofs and green roofs reduces cooling loads and urban heat island effects

[Post Construction IAQ:](#) Installing new MERV filters as needed and use MEPA vacuum cleaners, which improves indoor air quality and minimize indoor pollutants.

[Storage and Collection of Recyclables:](#) Recycle bins to be placed throughout the school, which will facilitate separation of waste materials for recycling.

[Construction Site Waste Management:](#) Waste management divert construction and demolition waste away from landfills.

[Recycled Content:](#) Recycled content reduces environmental impacts.

[Anti-Idling Measures:](#) Anti-Idling signs and enforcement reduces air pollution and wasted fuel.

[Indoor Environmental Management Plan:](#) Tools for school programs that raises awareness and prevention of indoor environmental problems, including the review of the cleaning products used.

It was noted that the MSBA will appoint a Commissioning Agent to the project. Commissioning involves an independent third party testing a building's systems and materials and the operation of the building as a whole. The Commissioning Agent gets attained during design and continues through construction, occupancy, and operations. Commissioning ensures that the new building operates efficiently and as the owner intended. Commissioning also prepares the building staff to operate and maintain building systems and equipment.



***Meeting with Town Departments***

The team reported that a meeting was held on Monday, 12/9 with the Town Departments, including Building Inspector, Police, Fire, Planner, Engineer, Public Works, Public Health and others to review the project. Additional meetings will be set up as the design get developed more.

***Next Meeting:***

The next School Building Committee meeting is scheduled for December 17, 2013 at 7:30AM – Prepare for the MSBA's Facility Assessment Subcommittee Meeting on 12/18/2013 and discuss the PTA feedback.