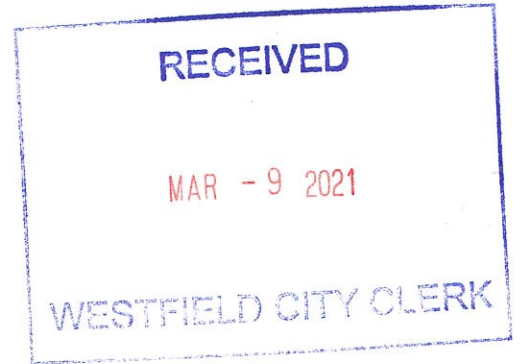


January 6, 2021  
School Building Committee

A meeting of the School Building Committee was held on Wednesday, January 6, 2021 at 5:00 pm. Due to current health department restrictions, the meeting was held through remote participation.

Members present by roll call:

	<u>Present</u>
Donald Humason, Jr.	X
Stefan Czaporowski	absent
Stacy Burgess	X
Shannon Barry	X
Chris Carey	absent
Ramon Diaz	X
Ralph Figy	X
Bryan Forrette	X
Shelly Hazlett	X
Bridget Matthews-Kane	X
Bill Parks	X
Brian Sullivan	X
Cindy Sullivan	X
Tammy Tefft	X
Chris Tolpa	X
Lisa Benoit	<u>absent</u>
	13



Also in attendance:

OPM-P3 Representative: Dan Pallotta

Caolo & Bieniek Representatives: Curtis Edgin, Jim Hannifin, Bert Gardner

Cindy Minicucci, Superintendent's Secretary

At 5:01 pm Chairman Donald Humason called the meeting to order.

2. Audio recording or video recording of open session: video recording for Channel 15

3. Approval of December 5, 2020 School Building Committee meeting minutes:

Ralph Figy moved, Tammy Tefft seconded to approve the December 2, 2020 School Building Committee meeting minutes, as presented.

	<u>YES</u>	<u>NO</u>
Donald Humason, Jr.	X	
Stefan Czaporowski	absent	
Stacy Burgess	X	
Shannon Barry	X	
Chris Carey	absent	
Ramon Diaz	X	

Ralph Figy	X
Bryan Forrette	X
Shelly Hazlett	X
Bridget Matthews-Kane	X
Bill Parks	X
Brian Sullivan	X
Cindy Sullivan	X
Tammy Tefft	X
Chris Tolpa	X
Lisa Benoit	<u>absent</u>
	13 motion passes

4. Presentation of the Single Enrollment and Consolidated Enrollment Conceptual plans for the Westfield Elementary School Project for the MSBA PDP submission:  
 Dan Pallotta stated that the purpose of the Preliminary Design Plan (PDP) is to define the programmatic functional, special, and environmental requirements of the educational facility to meet the District's Educational Program.

Jim Hannifan shared a PowerPoint presentation with the committee (attached). The presentation included a review of the Single Enrollment Options, Dual Enrollment Options, and Base Repair Options. It was noted that the City will not pursue the Base Repair Option but this option is a MSBA requirement.

Single Enrollment Options: 01A new building, 01B new building, 01C addition/renovation, 01D addition/renovation

Dual Enrollment Options: 02A new building, 02B new building, 02C addition/renovation, 02D addition/renovation

Base Repair Options: 03A base repair renovation

The next phases were noted:

- On January 12, 2021, the School Building Committee will meet and vote to approve the Preliminary Design Plan.
- On January 14, 2021, the Preliminary Design Plan (PDP) will be hand-delivered to the MSBA office.

5. Any other items not reasonably anticipated 48 hours prior to the meeting

Bridget Matthews-Kane read a letter submitted via email from:

- Jeffrey Gosselin, Ward 3A, Westfield

My name is Jeff Gosselin and I live in the Ward 3A neighborhood. I am interested in the Franklin Avenue School building project and how it will effect our neighborhood and city as a whole. I would like to be a Community Representative-Neighborhood Representative. I have served as former two-term School Committee member in Westfield and I presently serve on the Commission for Citizen's with Disabilities. I have extensive knowledge, education, background, and professional experience in teaching and public schools and I would like to offer my talent and skills as we move forward as a city with the Franklin School building project. Lastly, I am interested as a neighborhood member, who grew up as a child in the downtown of Westfield, who is also an Abner Gibbs School alum, and I am willing to offer my suggestions and ideas as we move forward with the city growth and future planning. I

would like to be added as a school building committee member as a Community Representative-Neighborhood Representative. I look forward to hearing from you soon.

Brian Sullivan moved, Ralph Figy seconded to put the letter submitted by Mr. Gosselin on file.

The following roll call vote was taken:

	<u>YES</u>	<u>NO</u>
Donald Humason, Jr.	X	
Stefan Czapowski	absent	
Stacy Burgess	X	
Shannon Barry	X	
Chris Carey	absent	
Ramon Diaz	X	
Ralph Figy	X	
Bryan Forrette	X	
Shelly Hazlett	X	
Bridget Matthews-Kane	X	
Bill Parks	X	
Brian Sullivan	X	
Cindy Sullivan		X
Tammy Tefft	X	
Chris Tolpa	X	
Lisa Benoit	<u>absent</u>	
	12	<u>1</u> – motion passes

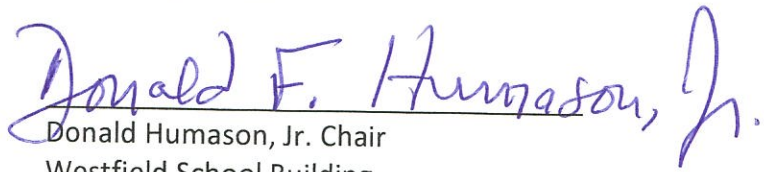
8. Adjourn

At 6:15 pm Tammy Tefft moved, Chris Tolpa seconded to adjourn the meeting.

The following roll call vote was taken:

	<u>YES</u>	<u>NO</u>
Donald Humason, Jr.	X	
Stefan Czapowski	absent	
Stacy Burgess	X	
Shannon Barry	X	
Chris Carey	absent	
Ramon Diaz	X	
Ralph Figy	X	
Bryan Forrette	X	
Shelly Hazlett	X	
Bridget Matthews-Kane	X	
Bill Parks	X	
Brian Sullivan	X	
Cindy Sullivan	X	
Tammy Tefft	X	
Chris Tolpa	X	
Lisa Benoit	<u>absent</u>	
	13	– motion passes

A true copy, Attest:



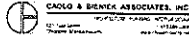
Donald Humason, Jr. Chair  
Westfield School Building  
Westfield School Committee

DH/cm

Minutes approved: January 12, 2021

# Westfield Elementary School Project PDP Update

Building Committee Meeting  
January 6, 2021



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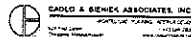
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## SUMMARY:

The purpose of the Preliminary Design Program (PDP) is to define the programmatic functional, special, and environmental requirements of the educational facility to meet the District's Educational Program.

### TOPICS:

- Introduction
- Building Organizations Based On The Educational Program (Single and Dual Enrollment Programs)
- Building Conceptual Options - Single and Dual Enrollments / New Facility vs. Renovation & Addition
- Site Development Options
- PDP Submission – January 14, 2021



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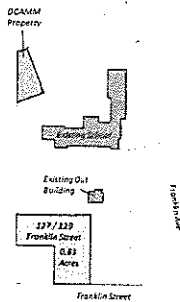
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## Site Development Update

- Developing options for building siting, pedestrian circulation, vehicle circulation, playgrounds & construction factors.
- The Site Survey identified a portion of the school grounds which are not under the City's Ownership and Control.
- Considering options for acquiring / developing residential abutters on Franklin Street



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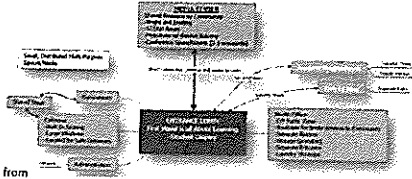
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### Whole School Diagram



- Welcoming Entrance
- Media Center Front & Center
- Public Zone Separated from Classroom Neighborhoods
- Classroom Neighborhoods w/ Outdoor Connections




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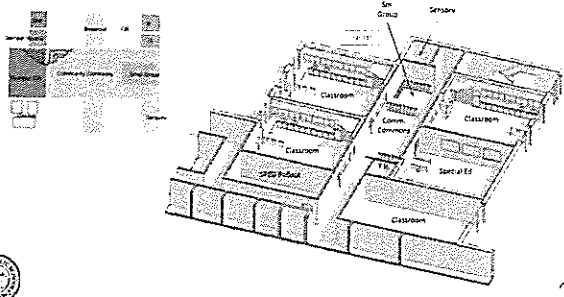
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### Classroom Neighborhood




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### SINGLE ENROLMENT OPTIONS



**CAGLO & SIEMER ASSOCIATES, INC.**  
 ARCHITECTS/INTERIORS  
 511 East 12th Street, Suite 1000  
 Chicago, Illinois 60605  
 Phone: 312.467.1000  
 Fax: 312.467.1001  
 www.caglo-siemer.com

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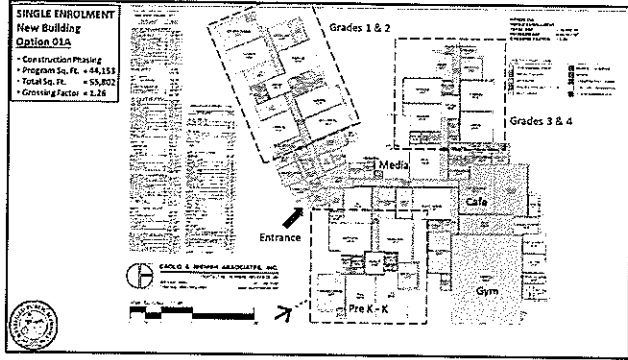
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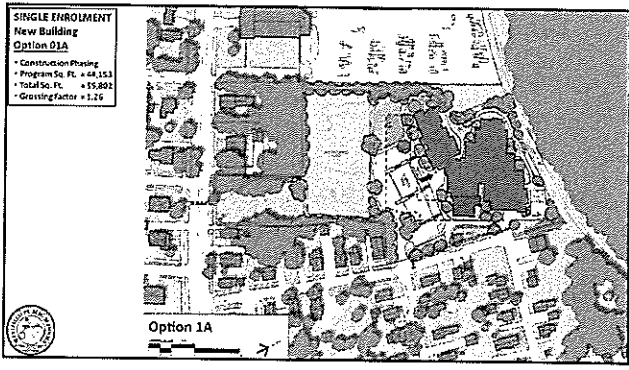
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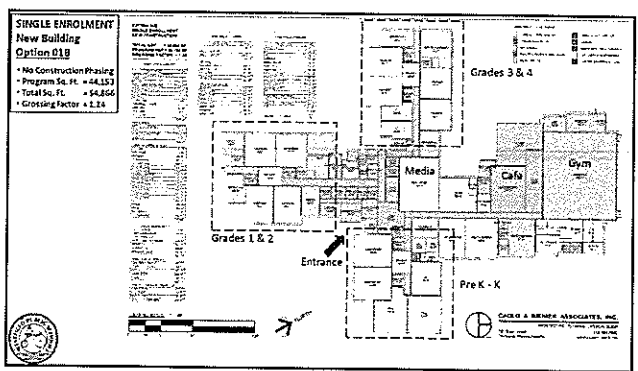
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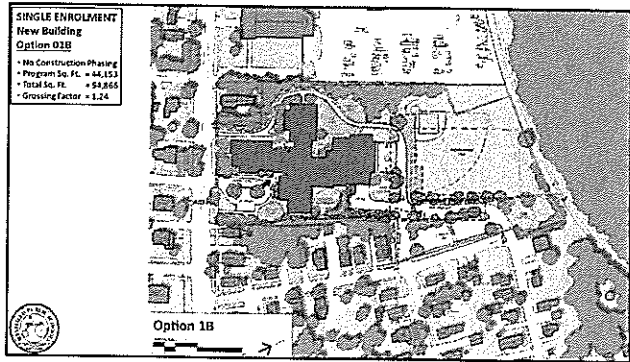
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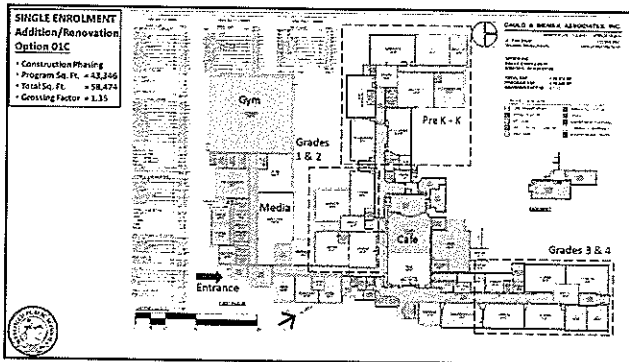
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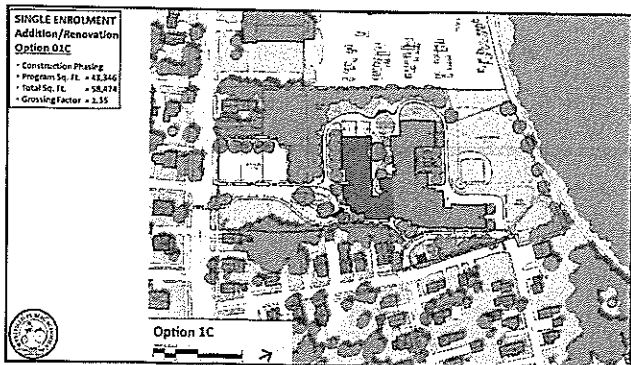
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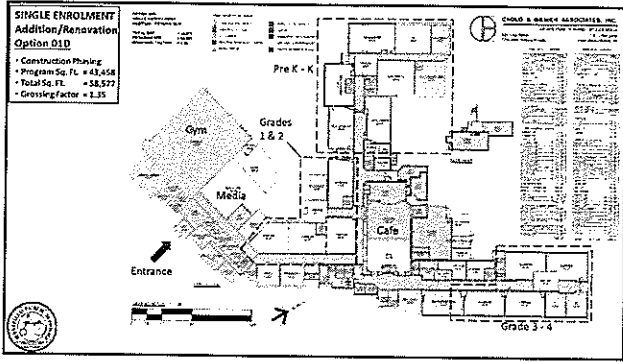
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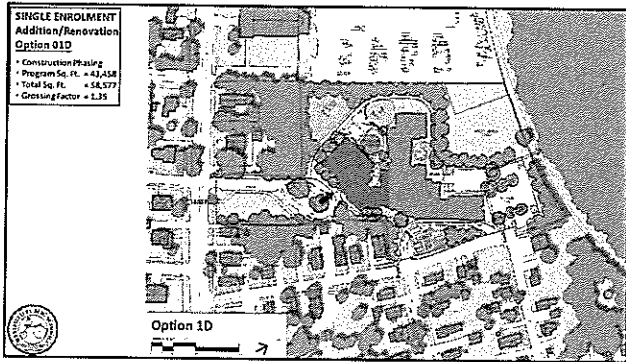
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**DUAL ENROLMENT OPTIONS**

CAULO & BIENIEK ASSOCIATES, INC.  
301 East Main Street, Suite 200  
P.O. Box 1000  
Plymouth, Michigan 48150-1000  
Phone: 313.487.1000  
Fax: 313.487.1001  
www.caulo.com

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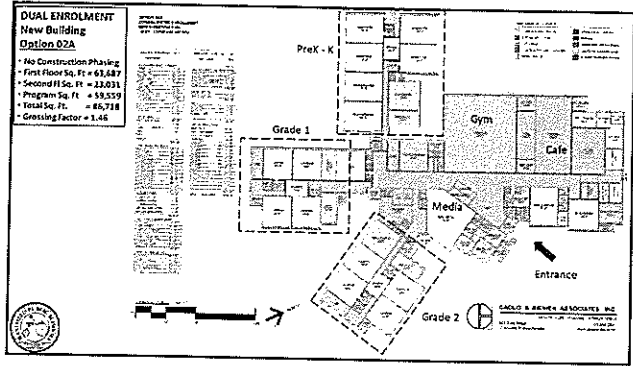
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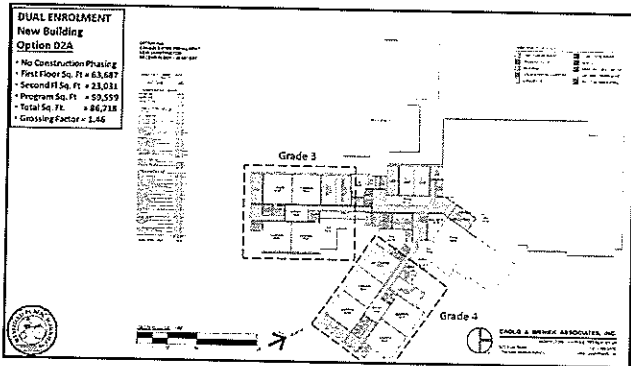
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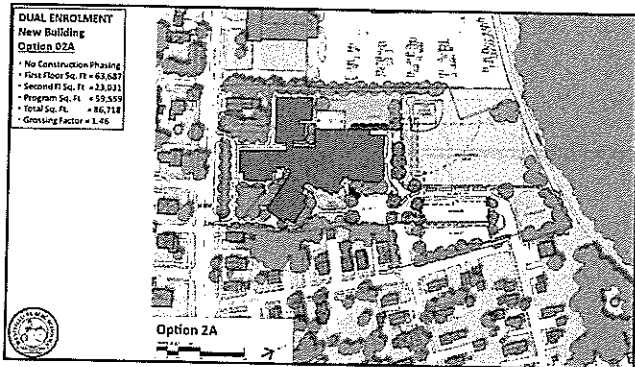
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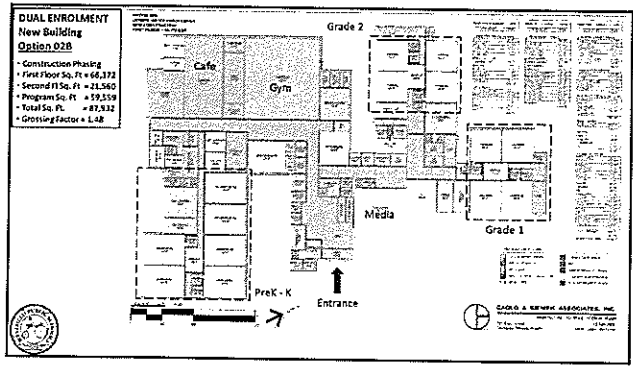
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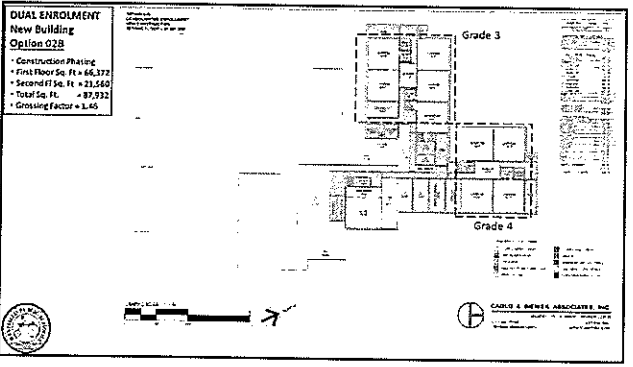
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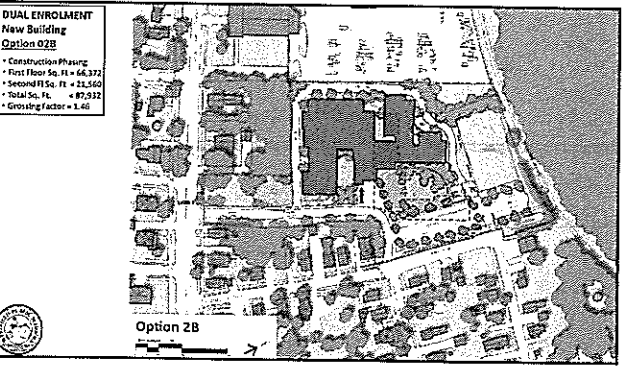
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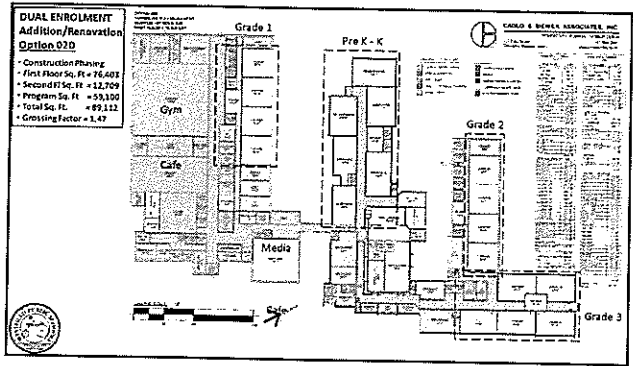
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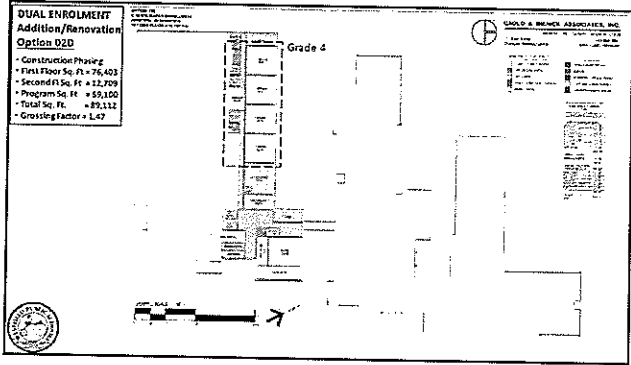
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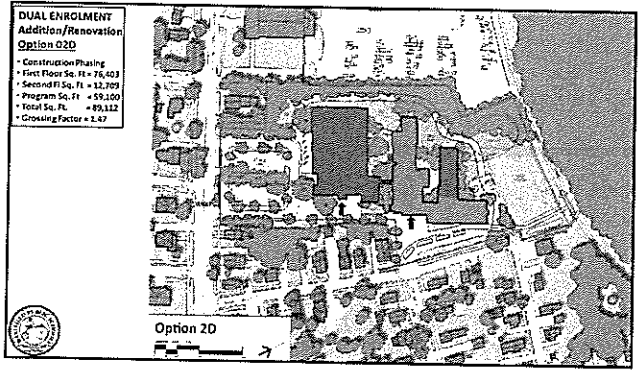
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# BASE REPAIR OPTIONS



CARLO & SIEMEN ASSOCIATES, INC.  
ARCHITECTS  
1000 N. W. 10th St., Suite 1000  
Fort Lauderdale, FL 33304  
Phone: (954) 561-1111  
Fax: (954) 561-1112

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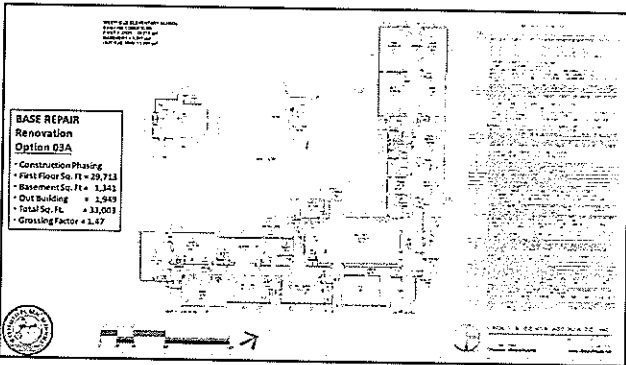
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