

**Windham Magnet School**  
**SDE# 163-0071 MAG/N**  
**Town of Windham**  
School Building Committee Meeting  
4-12-2010

**ATTENDEES:** (X =Attendees Present)

Susan Collins	SC	MSBC	X	Co-Chair
Paula Haney	PH	MSBC	X	Co-Chair
Mark Phelps	MP	MSBC	X	Member
Kathleen Mangiafico	KM	MSBC	X	Member
John Settlage	JS	MSBC	X	Member
Joe Underwood	JU	MSBC	X	Member
Peter Dart	PD	MSBC	X	Member
Nicole Bay	NB	MSBC	X	Member
Doreen Fuller	DF	Windham Public Schools	X	Superintendant of Schools/Member
Ana Ortiz	AO	Windham Public Schools	X	Assist. Superintendant
Stevanie Demko	SD	Perkins + Will Architects	X	Architect
Petina Killiany	PK	PinnacleOne/ARCADIS		Senior Project Manager
Ray Kinghorn	RK	PinnacleOne/ARCADIS		Senior Project Manager
Norman Benjamin	NRB	PinnacleOne/ARCADIS	X	Senior Project Manager

**MTG DATE**                    **March 22, 2010- Meeting called to order at 6:35 pm**  
**LOCATION:**                    **Work Room 2nd Floor – Kramer Building**  
**PURPOSE:**                    **Regular Magnet School Building Committee Meeting**

<u><b>ITEM</b></u>	<u><b>ISSUE</b></u>	<u><b>ACTION</b></u>	<u><b>BY</b></u>
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**EXECUTIVE SESSION** -None

**1.            CITIZENS AND DELEGATES:**

l.    None

**2.            APPROVAL OF MEETING MINUTES**

JU motioned to approve the meeting minutes from 2/8, 2/22, 3/15 and 3/22/2010 with corrections. MP seconded the motion, all were in favor. Motion carried.

**3.            OLD BUSINESS**

**A.    Architects Update**

Will Walter of the BSC Group began by presenting the six traffic mitigation options

for the Tuckie road site that the Public Works/Public Safety sub-committee had asked for in their meeting of 2/24/2010. Mr. Walter reviewed the options and order of magnitude cost associated with each option. Mr. Walter also mentioned that some of these options would require land taking.

A discussion ensued regarding the presentation and recommendation to the Public Safety Committee. Although a vote was not taken, it was the agreed by the committee that the option regarding warring beacons should be pushed at the upcoming PSC meeting.

Mr. Walter continued the A/E update by discussing the overall site design and presented the current plan. The current design shows a separate drop-off for both the Pre-K and K students at one location and a drop-off for the upper grades. A discussion regarding the possibility of connecting the Pre-K drop-off road to the main site entrance. All committee members thought that connecting the drop-off with the main site drive would eliminate the need for both parents and busses to back up on site. Mr. Walter discussed the elevation changes of the site proposed by the current design. The committee felt that the proposed retaining wall behind the baseball field was unacceptable for reasons including, it is dangerous, it is unsightly from the back side, and it would be a place for students to hide. Several thoughts were exchanged to reduce the height of the wall. Mr. Walter stated they would look into all possibilities. He also touched on the storm-water detention systems and noted that the town engineer had offered suggestions.

Mr. Walter agreed that this could be done and would make the change. Mr. Walter also reviewed the land use approval schedule noting that so far the Town officials were amenable to the two special meetings that are required to make the June 2010 construction start date.

RQ and KK of P+W recapped the original building concept and stated that the program space and BSF allowable space now matches.

RQ and Smith Edwards presented interior space layouts such as admin, kitchen/cafeteria and gymnasium. SC thought that there was a need for a greeter's desk or station at the main entrance to direct visitors as needed. NB talked about the possibility of relocating the Vice principals office. MP spoke about a potential issue relating to long lunch lines and staging areas. MP also spoke about the gym storage and suggested the removal of the demising wall between the inside and outside equipment storage room to allow for more flexibility. MP also stated that it will be extremely difficult for one gym teacher to supervise both a male and female locker room. DF suggested a Paraprofessional might be able to support one of the locker rooms.

SC asked about shower facilities and P+W stated that showers were not required. RQ suggested that showers be kept on the table for future discussions.

RQ showed the proposed classroom layout for all grades. DF stated that the proposed layout would not work in the upper grades. RQ would propose a second layout for these grades.

## **B. PM Update**

ARCADIS reported that both the A/E and CM contracts had been executed by the Town. ARCADIS also reported that the St. Joseph's easement was being reviewed by St. Joseph's and that a potential walk-through may happen on Tuesday 4/13. In

addition ARCADIS updated the committee on the "Land Use Approval" process and where we stood in this process. NRB stated for us to make our deadlines there would need to be two special meetings scheduled. He also stated that the Town bodies seem to be willing to work with us on our meeting requests.

ARCADIS also reminded members of the Public Safety committee meeting on Tuesday night 4/13. At this meeting BSC will present the traffic mitigation options.

**C. Invoice approvals**

The ARCADIS March 2010 Invoice was approved.

**4. NEW BUSINESS**

SC spoke about committee members that may be interested in attending. MP stated that he would attend.

MP made a motion for adjournment which was seconded by NB. All were in favor and the motion carried.

**5. SCHEDULE NEXT MEETING**

- A. Next meeting is scheduled for Monday, April 26, 2010, at **6:30pm**  
Meeting Adjourned 8:45 pm.

We believe the preceding statements to be an accurate summary of items discussed. We would appreciate notification of exception to any items contained within these meeting minutes within three (3) days of receipt.

Minutes prepared by: Norman R. Benjamin, ARCADIS  
Distribution;

**Attendees, MSBC &** Karen Lewis, Neal Beets, Rich Cody, Jeff Nelson