

Whitman-Hanson Regional School District  
**Whitman Middle School Feasibility Study**  
**Building Committee Meeting**  
**Held on October 19, 2020**  
Whitman Middle School  
100 Corthell Avenue, Whitman MA

Meeting Convened: 5:30 p.m.

Meeting Adjourned: 6:20 p.m.

Committee Members Present: Frederick Small, Daniel Cullity, Christopher Scriven, Jeffrey Szymaniak, George Ferro, John Tuffy, Ernie Sandland, Kerri Sandler, Crystal Regan, Robert Curran, Lisa Green, Randy LaMattina, John Galvin, David Codero, Don Esson and Rich Pulkinen

Committee Members Absent: Beth Stafford

Superintendent of Schools, Jeff Szymaniak, brought the meeting to order at 5:30 p.m. and stated the Building Committee meeting was being recorded for broadcast on You Tube on October 20.

Pledge of Allegiance

Moment of Silence

**I. Introductions**

The Building Committee members introduced themselves and their current title/positions accordingly.

In alphabetical order:

David	Codero	Chair of Town of Whitman Building, Facilities, and Capital Expenditures Committee	Town of Whitman
Daniel	Cullity	School Committee Member	Whitman-Hanson Regional School District
Robert	Curran	Building Commissioner	Town of Whitman
Donald	Esson	Community Member	Community member
George	Ferro	Assistant Superintendent and Former Whitman Middle School Principal	Whitman-Hanson Regional School District
John	Galvin	Whitman Finance Committee	Town of Whitman
Lisa	Green	Interim Town Administrator	Town of Whitman

Kerri	Sandler	Interim Principal, Whitman Middle School	Whitman-Hanson Regional School District
Randy	LaMattina	Whitman Chair Board of Selectmen	Town of Whitman
Rich	Pulkinen	Community Member	Community member
Crystal	Regan	Educator, Whitman Middle School	Whitman-Hanson Regional School District
Ernest	Sandland	Director of Facilities	Whitman-Hanson Regional School District
Christopher	Scriven	School Committee Member	Whitman-Hanson Regional School District
Frederick	Small	School Committee Member	Whitman-Hanson Regional School District
Beth	Stafford	Community Member	Community member (not present)
Jeff	Szymaniak	Superintendent of Schools	Whitman-Hanson Regional School District
John	Tuffy	Director of Business and Finance	Whitman-Hanson Regional School District

## II. Committee Organization: Appoint Chair and Vice Chair

Mr. Szymaniak welcomed the Committee to the kick off meeting of the Whitman Middle School Feasibility Study Building Committee meeting. The Superintendent spoke to the special opportunity to work in collaboration with Massachusetts School Building Authority (MSBA) during the Eligibility Period and grant process to identify deficiencies and necessary updates to the Whitman Middle School. He thanked the Committee members for volunteering their time and commitment. Mr. Szymaniak recommended organizing by first appointing a Chair and Vice Chair of the Committee.

Nominations were made for Dan Cullity (by Chris Scriven) and Fred Small (by John Galvin) for the appointment of a Chair.

**VOTE: Christopher Scriven motioned; Dave Codero seconded; voted to appoint Dan Cullity as Chair. The motion did not pass 5-5-6.**

**VOTE: John Galvin motioned; Randy LaMattina seconded; voted to appoint Fred Small as Chair. The motion passed 7-2-7. The motion passed Fred Small was appointed as Chair.**

Mr. Small was appointed as Chair of the Whitman Middle School Building Committee.

Mr. Small asked for nominations for a Vice Chair.

Nominations were made for Dan Cullity, John Galvin and Randy LaMattina for the appointment of a Vice Chair. Mr. Galvin declined.

**VOTE: Mr. Scriven moved to nominate Dan Cullity as Vice Chair of the Building Committee. Mr. Galvin seconded. Mr. Cullity was voted to the appointment of Vice Chair 6-1-9.**

**VOTE: Mr. Codero moved to nominate Randy LaMattina as Vice Chair of the Building Committee. Mr. Small seconded. The motion failed as stated by Chair Small with 5 ayes.**

### **III. Review of documentation submitted to MSBA**

Ernie Sandland, Director of Facilities for the Whitman-Hanson Regional School District provided a brief synopsis of the process in submitting the Statement of Interest (SOI) to the Massachusetts School Building (MSBA).

Mr. Sandland reported that a no cost building assessment of Whitman Middle School was completed by college students from Wentworth Institute of Technology as a student project that highlighted conditions, state of repair and life cycle status of the building and its systems. The Wentworth assessment was useful in identifying and prioritizing issues that require attention. Mr. Sandland identified moisture problems in the gymnasium leading to floor and roof issues causing leaks and mold, windows improperly installed and asbestos in areas as pressing issues. Mr. Sandland reported when MSBA initially met with school officials to discuss the Statement of Interest (SOI) application, there was sufficient evidence of documentation to point to the structural issues within the building as well as the educational portion. MSBA officials voted to invite the Whitman-Hanson Regional School District into the Eligibility Period, specific to the deficiencies as identified by the District.

Superintendent Szymaniak reviewed the schedule of deliverables with the Eligibility Period commencing on June 1, 2020 and concludes on February 26, 2021. Mr. Sandland confirmed the Maintenance and Capital Planning (MCP) Record (a detailed matrix on facilities condition, current routine and capital maintenance plans, etc.) is due no later than November 27, 2020.

It was recommended the Building Committee tour the school to become familiar with the building deficiencies, educational plan needs and community use. Mr. Sandland briefly discussed the hiring process for an architect designer and project manager. Touring other recent middle school building projects in the area was also suggested.

- IV. Discuss preparation for invite of the District to meet with MSBA (in person or conference call) to describe the MSBA’s enrollment methodology, discuss unique local conditions, listen to any concerns the District may have, and determine if additional information needs to be considered as part of the enrollment forecast ahead of recommending a design or study enrollment.**
  - 1.
- V. Status of submission of “MCP” or Maintenance and Capital Planning form no later than 11/27/2020**
  - 1. Mr. Sandland confirmed the Maintenance and Capital Planning (MCP) Record (a detailed matrix on facilities condition, current routine and capital maintenance plans, etc.) is due no later than November 27, 2020 as discussed earlier in the meeting.
- VI. Feasibility Study Budget EXHIBIT A - complete and return no later than 10/23/2020**
  - 1. This Feasibility Study Budget (Exhibit A) is due October 23, 2020. Ernie Sandland and John Tuffy prepared the projected budget as follows:

The total Budget for the Feasibility Study conducted pursuant to this Agreement, which is attached hereto and incorporated by reference herein, shall be no more than \$850,000 based upon the following estimates:

Owner's Project Manager:	\$226,800
Designer:	\$540,000
Environmental and Site Testing:	\$34,200
Other:	\$49,000

Mr. Syzmaniak will provide a copy of the updated Exhibit A to the Building Committee. It was noted MSBA has a recommended list of qualified Owner's Project Manager (OPM). Lisa Green is the procurement officer and will work in collaboration with the school district Business Office in processing the bids.

**VII. MSBA Notice Person assigned for the District**

1. **VOTE: A motion made by Dan Cullity; seconded by Christopher Scriven; voted to assign Superintendent Jeff Szymaniak as the MSBA notice person, as discussed. The motion passed 15-0-1.**

**VIII. Determine next meeting date**

The next Building Committee meeting was scheduled for December 7, 2020 at 5:30 p.m.

**Adjournment**

**VOTE: Mr. LaMattina motioned; Mr. Scriven seconded; voted to adjourn the Whitman Middle School Building Committee meeting at 6:20 p.m. The motion passed unanimously.**

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Meeting minutes respectfully submitted by Michelle Lindberg

*Meeting materials and handouts:*

- Agenda 10/19/2020
- Building Committee Members – updated
- WHRSD Educational Profile Questionnaire
- WMS Feasibility Study Q & A
- Email from Jennifer Flynn
- Feasibility Study Budget EXHIBIT A