

**Tisbury School Building Committee
2019-2020
5:00PM, Monday, July 27, 2020
by Zoom Cloud Conference**

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TSBC Members Present: Chair Rachel Orr, Harold Chapdelaine, John Custer, Sean DeBettencourt*, Peter Gearhart, Rita Jeffers, Reade Milne, Jim Rogers, Michael Watts,

Others: Anna Edey, Paul Lazes, Angie Francis, Melinda Loberg, Clark Myers, Dan Seidman, Recorder –Marni Lipke, Daedalus Projects – Richard Marks, Christina Oppen, Amanda Sawyer,

Schools: Tappé Architects – Chris Blessen, TSC – Jen Cutrer, Michael Watts, Principal – John Custer Asst. Prin. - Melissa Ogden, Sean DeBettencourt, Meredith Goldthwait, Kate Harding, Rita Jeffers, Natalie Krauthammer, Emily Levett, Mollee Lewis, John Mode, Nevette Previd, Anne Williamson, Siobhan Mullin – PTO,

Town: Select Board – Larry Gomez, Jeff Kristal, Jim Rogers, Town Administrator – Jay Grande, FinCom - Mary Ellen Larsen, Jynell Kristal, Planning Bd. - Ben Robinson,

Press: Louisa Hufstader – Vineyard Gazette,

* TSBC members late arrivals or early departures.

1. Call To Order

The Tisbury School Building Committee 2019-2020 (TSBC) meeting was called to order at 5:08PM. Chair Rachel Orr reviewed the protocol for remote meetings. The meeting was being recorded and would be posted with all background documents on the Project website <http://www.tisbury-school-project.com>
- (*Recorder's note: Discussions are summarized and grouped for clarity and brevity.*)

2. Attendance - Attendance was called in reverse alphabetical order.

3. Election of Chair and Update Regarding Committee Appointments

* Mr. Sean DeBettencourt entered the meeting at 5:13PM.

• ON A MOTION DULY MADE BY MR. JIM ROGERS AND SECONDED BY MS. READE MILNE, MR. HAROLD CHAPDELAINE WAS NOMINATED AS CHAIR; MR. CHAPDELAINE ACCEPTED THE NOMINATION: MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS: MR. CHAPDELAINE—AYE, PRINCIPAL JOHN CUSTER—AYE, MR. DEBETTENCOURT—AYE, MR. PETER GEARHART—AYE, MS. RITA JEFFERS—AYE, MS. MILNE—AYE, MS. ORR—AYE, MR. ROGERS—AYE, MR. MICHAEL WATTS—AYE.

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There was a brief discussion on transition protocol. All TSBC members thanked Ms. Orr for her hard work and fantastic service in the extremely difficult and burdensome job as Chair.

- The TSBC appointments had expired on June 30, 2020 (see documents on file) so on July 14th Select Board voted to re-appoint the TSBC for 60 days to September 30, 2020 and this was followed by a Tisbury School Committee (TSC) vote. The timeframe would allow members to switch out if deemed appropriate for the next phase of the project. Mr. Richard Marks of Daedalus Projects and Mr. Chris Blessen of Tappé Architects estimated the timeline for this phase, and consequently the TSBC officially informed Town Administrator Jay Grande, the Select Board (who were all present) and the TSC that the period should be extended to October 31, 2020. TSBC members asked Town Hall to research whether this had to include being sworn in again (see below: Actions).

4. Review and Possible Approval of Minutes, 6-29-20 Meeting

- **ON A MOTION DULY MADE BY MR. ROGERS AND SECONDED BY PRIN. CUSTER THE MINUTES OF THE JUNE 29, 2020 MEETING WERE APPROVED AS AMENDED: MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS: PRIN. CUSTER—AYE, MR. DEBETTENCOURT—AYE, MR. GEARHART—AYE, MS. JEFFERS—AYE, MS. MILNE—AYE, MS. ORR—AYE, MR. ROGERS—AYE, MR. WATTS—AYE, MR. CHAPDELAIN—AYE.**

5. Update - Owner's Project Manager (OPM) and Tappé Architects

(See documents on file & below: Actions.)

Mr. Blessen showed the progress towards schematic/construction drawings, with details such as: existing wall insulation, solar chimneys, daylight issues, entrances/egresses and desk layout in compliance with current Dept. of Elementary and Secondary Education (DESE) Covid-19 distancing. August/September would be crucial months so it was agreed as follows:

- the TSBC would meet weekly (see below: Meetings/Events);
- each meeting would focus on a specific aspect of the project;
- interior space would be the first priority (the exterior enclosed the interior);
- public comments would be taken throughout the meeting;
- meetings should include a sustainability forum;
- the TSBC was open to a long hard look at both the concept and the budget.
- Corona/Covid-19 issues were being considered in every project in the Commonwealth—outside air, cleaning, spacing, heating/ventilation/air conditioning (HVAC) recommendations, etc.
- Finance Committee (FinCom) member Ms. Mary Ellen Larsen commented that the project would not pass at that price, and suggested for example that neither

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the cafeteria nor the gym needed to be demolished. Chair Chapdelaine responded that the project was like a chess game and a number of pieces had to be moved to accommodate such things as better American Disabilities Act (ADA) and senior residents access to Town Meeting space.

6. Update – Select Board, Financing Strategies (See below: Actions.)

Mr. Rogers and Mr. Grande were in good conversations with the financial consultant around Town capital planning (new Town Hall, new police station, etc.) as well as project cost to taxpayers if no grants/donations were forthcoming.

- The TSBC asked that costs of renovating the existing building be broken out, involving developing issues such as: lead removal, asbestos remediation, window renovation/replacement, insulation modifications, new plumbing, total rewiring, and alterations needed to fit the Education Plan. This was not the same as a ‘base renovation project’ but was rather to show the non-negotiable cost of retaining the historic building versus a new construction project.

- Mr. Dan Seidman stated a number of figures on the project tax burden, (4.7% 20 year bond or 2.7% 25-30 year bond) stressing that the current cost would be unacceptable to taxpayers. Design waivers were available for any school that met the education requirements at the time it was built. The Tisbury School was turning out excellent students which showed that a fancier building was not needed, with the exception of some fixes such as to the cafeteria and gym.

- Mr. Rogers emphasized the final number from the financial consultant had not been received and so he could not speak to any accuracy at this time. He also noted the Town’s excellent credit rating and eligibility for low interest rates.

- Mr. Chapdelaine reiterated the goal and duty of the TSBC to bring costs down in the course of the schematic design discussions. Additional space needs had now been factually documented twice. He referred Mr. Seidman to the Select Board for any suggestions or comments on financing.

7. Discussion of Correspondence Received (Letters from Lazes, Francis, Behnke, Benjamin, Cosby, Robinson, Edey, Grande and Any Others Received and Distributed Prior to Meeting Time. (See documents on file & below: Actions.)

- Some letters were from previous meetings (see 6/29/20 Minutes Documents on File) and been acknowledged. For example, Ms. Orr responded to Mr. David Behnke’s letter on regionalization as not the purview of the TSBC.

- Town Counsel David Doneski’s letter addressing statutory engagement regulations and the Town contracts with the OPM and the Architects, was read into the record.

- Counsel’s letter showed that design proposals had to be part of the initial bid process and therefore could not be submitted at this point. It also advised against

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granting Mr. Paul Lazes' request for access to the architect and estimators. Mr. Chapdelaine asked if there was any TSBC will to submit the request, there being no motion, he thanked Mr. Lazes for his ideas.

- A letter from Ms. Kelsey Grousbeck of Camp Jabberwocky concerning playground designs for children and adults with disabilities was referred to the Tisbury School Parent Teacher Organization (PTO) that co-sponsored the playground Community Preservation Act/Committee (CPA/CPC) funding and to Warner Larson Landscape for coordination. Tappé advised caution on playground spending before the project.

- Ms. Signe Benjamin's letter raised a number of points:

- The temporary school space needed during construction was a policy and budget issue that the TSBC would take up in the next six weeks—possibly with input from the Select Board. Mr. Marks suggested a number of alternatives:

- finding space in other Martha's Vineyard Public Schools (MVPS)—as was modeled in the September thru December 2019 split School;

- building a temporary movable modular school (re: Mr. Seidman's proposal) that could become a permanent Town Hall;

- a low price purchase of a used 29 classroom structure from Lincoln, MA.

- Tappé would contact the Martha's Vineyard Commission (MVC) on energy efficiency and the Climate Change Task Force.

8. Discussion, Communication Policy (See below: Actions.)

In discussion with Mr. Blessen, the TSBC considered how to manage and acknowledge correspondence. A number of members agreed to draft responses to letters, which would then be shared with the TSBC and discussed at each meeting.

9. Discussion, Topics of Future Meetings, Public Outreach, and Workshops

(See below: Actions.)

The TSBC expressed hesitation in proceeding without public input and considered outreach possibilities given Covid-19/Corona limitations on public gatherings, "coffeeshop conversations", and technology access issues.

- There was a lengthy conversation on public input boundaries and expectations. The TSBC welcomed and needed comments, ideas and questions on the Concept. However, as noted above, alternate design proposals were deviations from the regulatory and contracted process and presented a liability for the Town. It was also noted that given six designs, there would always be some objection to each of the six.

- TSBC agendas could be publicized more broadly for those interested in a specific issue. Currently agendas were posted on the Project and Town websites, online press calendars, and the PTO email list. It could also be included in back-to-school packages.

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- However, the TSBC wanted to limit regular meeting duration, but encourage extensive public comment so other formats were explored.
 - The Communications Group suggested a Survey Monkey that would target open ended dialog, for example: what are your three key priorities? A survey would have to be drafted, approved by the TSBC, advertised, put out electronically and in hard copy at community gathering places, given a one week timeframe and then collected, tallied and analyzed.
 - There were software platforms for interactive technology forums, or community webinars.
 - A more formal, in-person public forum would be similar to the Annual Town Meeting in a tent with social distancing.
- The OPM advised that:
 - at least two forums were needed for broad outreach, one during the day, one in the evening or off work hours—and possibly in time to garner feedback from non-resident taxpayers;
 - all forums should have as much advance notice as possible;
 - preparations had to include decisions on: handouts, projectors, media, etc.
- The TSBC considered dates in September and asked about financial resources to cover print advertising, surveys, forum tents, equipment, etc.

10. Public Comments/Questions – See above.

11. Topics Not Reasonably Anticipated by the Chair Within 48 Hours of the Meeting- None

Adjournment

• ON A MOTION DULY MADE BY MR. ROGERS AND SECONDED BY MS. ORR THE TISBURY SCHOOL BUILDING COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 7:35PM: 9 AYES, 0 NAYS, 0 ABSTENTIONS: PRIN. CUSTER—AYE, MR. DEBETTENCOURT—AYE, MR. GEARHART—AYE, MS. JEFFERS—AYE, MS. MILNE—AYE, MS. ORR—AYE, MR. ROGERS—AYE, MR. WATTS—AYE, MR. CHAPDELAIN—AYE.

Appendix A: Meetings/Events:

- **TSBC – 5:00PM, Mondays, August 10, 17, 24, 31, 2020 – Zoom**

Appendix B: Actions

Agendas

- Specific Design Focus - interior space first priority;
- Sustainability Meeting/Forum
- Temporary School Accommodations – Policy/ Cost
- Draft Responses To Correspondence

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Appendix B: Actions (cont.)

Mr. Grande/Select Board – extend TSBC appointments to October 31, 2020;

- research if this would require members to be sworn in again, and if so

- please give early notice for timeframe for TSBC member convenience.

Prin. Custer/Ms. Houghton – TSC vote to extend TSBC appointments.

Mr. Marks – estimate cost of existing building renovation.

Prin. Custer/Ms. Mullin – exercise caution in playground spending.

Mr. Blessen – give Camp Jabberwocky contact to Warner Larson Landscape.

Ms. Milne/Ms. Orr – send MVC Director contact to Mr. Blessen.

Mr. Chapdelaine/Ms. Milne/Ms. Orr/Mr. Watts – draft responses to correspondence.

Mr. Chapdelaine – contact Ms. Opper re: print deadlines for TSBC agendas.

Mr. Chapdelaine/Mr. Rogers – research TSBC financial resources for public outreach.

Mr. Chapdelaine/Mr. Blessen/Mr. Marks/Ms. Opper – draft 2-month work-plan: agendas, public forums, etc.

Appendix C: Documents on File: Available at:

<http://www.tisbury.mvyps.org/> click on Tisbury School Project

(Official archive hard copies on file at Tisbury Town Hall & Tisbury School):

- Agenda 7/27/20
- Blessen/Lazes emails re: Questions from Paul Lazes re: School Design Proposals (3 p. 6/29/20)
- Lazes email re: Public School Survey (2 p.) 7/2/20
- Lazes email re: School Massing 7/2/20
- Orr/Lazes emails re: Questions – July 6, 2020 (2 p.)
- Lazes email re: Professional Estimator Questions (2 p.) 7/7/20
- Rogers email re: Professional Estimator Questions 7/7/20
- Orr emails re: Tisbury School Building Committee 7/11/20
- Orr/Grande emails re: Tisbury School Building Renovation and Addition Project 7/22/20
- Doneski memo re: Tisbury School Project, Project Development and Design Process (2 p.) 7/17/20
- Tisbury School, Tisbury, MA, School Building Committee Meeting, July 27, 2020
- TSBC Virtual Meeting Reminders
- Tisbury School Building Committee Monday, July 27, 2020, 5:00PM Record of Zoom Chat from Meeting
- Tisbury Elementary School Draft Print (15 p.) 7/30/20
- Landscaping draft Spring Street...

continued >

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Minutes respectfully submitted by Office On Call/Marni Lipke.

Marni Lipke – Recorder

Date

Harold Chapdelaine – TSBC Chair

Date

Minutes approved as corrected for spelling 8/10/20