

**JOHN F. KENNEDY MIDDLE SCHOOL BUILDING COMMITTEE
MEETING MINUTES
May 16, 2019**

A meeting of the John F. Kennedy Middle School Building Committee was held at Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on May 16, 2019.

1. **CALL TO ORDER** The meeting was called to order at 6:31 pm by Randy Daigle

2. **MOMENT OF SILENCE**

3. **PLEDGE OF ALLEGIANCE**

4. **FIRE EVACUATION ANNOUNCEMENT**

5. **ROLL CALL**

MEMBERS PRESENT

Randy Daigle, Rose Bouchard, David Costa, Amy Dennis, Katelyn Dunn, Scott Kaupin, Walter Kruzel, Kevin Margolfo, William Marr, Michael Monteforte, Tim Neville, Jeff Okun, Greg Strich

ALSO PRESENT

Andrew Berrios, Chris Cykley, James Hoagland, Bruce Kellogg

MEMBERS ABSENT

Chris Clare, Bob Cressotti, Joe Muller

6. **APPROVAL OF MINUTES**

Motion made by Greg Strich to Approve the Regular Meeting Minutes of May 2, 2019 as Issued

Seconded by Bill Marr

Motion passes by a show of hands

7. **COMMITTEE GUEST**

None

8. **ARCHITECTS UPDATE**

Jim states we are on schedule. We have met with the consultants once. We have been developing the Revit model. I have a number of images I'll show you. From a programming standpoint, I've distributed the meeting minutes to everyone we interviewed. We did get some comments back from the principal. As we develop these rooms we're going back and checking the data sheets as well as the programming notes. One of the big things that came up was the number of lockers in the gym. Right now the locker rooms are enormous, about 5,000 square feet each. The pre-referendum number for lockers was 145 for boys and 145 for girls. One of the comments we got back from the PE department was they needed 600 lockers. Currently, the kids come in and are assigned a locker for the semester. We're looking to scale that way back. We're talking about the size. The locker has to be big enough to put a book bag, a change of clothes. I'm trying to avoid making lockers any bigger than we originally programmed them. That is something we're working on and have the principal and the PE department weigh in on. We are continuing to update the room data sheets, each week we update. The other thing we're doing for our schematic design estimating effort which is coming up in fairly short order, is we're putting together the

drawing sets. We have the revit model and we set up area plans for each area of the building. We've developed demo plans which shows which doors, walls and windows are coming out, and the build new plans. It is critical to get that drawn for a good estimate effort at the end of schematic design.

Bill asks will the schematic set for the estimator have 3D?

Jim states yes. We have another meeting with the consultant on Tuesday. We're talking MEP, and the feedback Ilona got based on the conversation two weeks ago was very helpful. We are looking at individual rooms and figuring out how we're going to fit in the VRF system and eliminate some of the duct work. That coordination effort is fully underway. We will be looking at the drawings on Tuesday with the consultants.

Greg asks if there was a meeting with the cafeteria staff regarding concerns. I'd like to attend.

Jim states our kitchen consultant is ready for the meeting, it is something we have to set up. We will go through Andrew and see when staff is available. Our kitchen consultant is looking at the area he is designing. He is in the process of doing a preliminary layout based on 4 serving lines and how that might work. I received an email today from Andrew on how we may break up the cafeteria to smaller seating areas. We're going to look at different ways. The circulation pattern is going to be critical.

Jim begins slide presentation. He shows the updated revit model. We're looking at the shape of the auditorium. It is 607 seats. The stage backs up to the music rooms. We spent a lot of time looking at the classroom wings. We are looking at minimizing the number of walls we're taking down. We talked about doing a divider and doing 2 smaller special education spaces. We talked a lot about transforming the bathrooms. One request we received from the teachers is there is not faculty toilet in the classroom wing. We will create handicapped accessible toilets for the boys and girls and a staff toilet between the two. We are looking at Bradley fixtures. It is something we've used in other middle schools. We're looking at airport style bathrooms, no doors.

Greg asks about the dividers in the boys rooms. What can we do to make them secure?

Jim states we could do floor to ceiling mounts.

Katelynn asks about gender neutral bathrooms.

Jim states that's where there will be signage. The other thing we looked at was the clerestory windows it's a nice feature in the corridor. It gets natural light filtered through. In the classrooms we're going to remove the wardrobe and replace it with moveable furniture. The teacher will still have a place to lock their personal belongings. We looked at ductwork. It could start to block some of the clerestory windows. I don't want to see ductwork running up and down the corridor. If we can run pipe to the ceiling, it will be a better system. It will give a fresh new look. We're thinking how we're going to switch out the lockers. They are very narrow. We are proposing doing a locker that is twice as wide as the current one but will be two high. We'll switch to wider, two stacked. We will provide handicapped accessible lockers.

Kevin states the wall inside (classroom) is used as storage.

Jim states there will be moveable furniture in the classrooms, they will get a lot more storage. The auditorium is being reshaped. Right now it is narrow and deep. Near the stage is the widest part of the seating and angles back. It is wider than deep. We will study all the sight lines. There will be stairs and ramps. The stage is 50' wide by 30' deep. The glass in the lobby will let natural light in. I'd like to start thinking about signage.

Amy asks about the glass. What is the safety aspect?

Jim states the State requires us to provide bullet proof at main entries. Secondary entries we use a school safety glass. We've used it successfully. Once we get the site planned developed a little more, I'd like to meet with the first responders. The auditorium entrance will have a canopy. We are moving the existing cafeteria to the pool. In regards to the cafeteria and gymnasium circulation area we have heard questions about this. We're starting to look at this area, the amount of students moving around. I think it is a legitimate concern. Maybe break the cafeteria down into smaller rooms. The noise will go down.

Amy asks if a cardio room is mandated?

Jim states it is the 4th teaching station. The cardio room it would be 2,000 SF space. I have 3 or 4 sketches on my desk right now. Our structural engineers are starting to look at the bearing walls and how we can carve openings where we need openings. I'm focused on the lockers rooms, the request for 600 lockers. Over the next couple of days we will start to get feedback. We were talking about possibly doing a team room. We are making progress. Our next big milestone is schematic design. We need an estimate in hand to go to the State.

Randy states this is work in progress.

9. OWNERS REP UPDATE

Chris states nothing new from the State, we're working towards the end of May having a draft of the renovate as new checklist completed for the team to review. That is our next submission for the State. Once the session is set to end on June 6th, sometime there after the Governor signs the bill we will receive our official grant application with our permanent project number.

10. OLD BUSINESS

None

11. NEW BUSINESS

Katelynn asks if there is an update on the CMR?

Rose states we just got the prevailing wage information.

Randy we should have it out for advertising next week.

12. COMMUNICATIONS SUB-COMMITTEE

Mike states the Facebook page is up and running. As we get more graphics and renderings, I'd like to share it.

Rose asks if they could send her a link to put on the website.

Randy states he'd like to have an open presentation/community conversation for the community. We'd like to get them up to speed. If there are concerns, let them know they will be addressed. I want the community to be part of it. We can have a question and answer period. We will give everyone advance notice.

Committee discusses dates and place of community conversation.

Randy states I've talked to building inspectors and the fire department and they want to get involved early on.

Kevin asks how many public meetings did you have for the high school?

Randy states two. There was positive feedback.

Walter states we had a table at 4th of July.

Greg states we also presented to Town Council and Board of Education meetings.

13. EXECUTIVE SESSION

14. SCHEDULE NEXT MEETING

Motion made by Greg Strich to Cancel the Regular JFK Building Committee Meeting of May 23, 2019 and hold the next meeting on May 30, 2019

Seconded by Scott Kaupin

Motion passes by a show of hands

15. COMMITTEE COMMENT

- a. Liaison Comments
- b. Committee Comments
- c. Good to the Order

16. ADJOURNMENT

Motion to Adjourn by Greg Strich

Seconded by Bill Marr

Motion passes by a show of hands

Adjourned: 7:50 PM