

**Tisbury School Building Committee – Design/Construction Phase**  
**3:30PM, Monday, May 16, 2022**  
**by Zoom Cloud Conference due to Covid-19 Restrictions**

1

**TSBC Members Present:** Chair – Mike Watts, John Custer, Sean DeBettencourt,  
Rita Jeffers, Reade Milne, Sarah York,  
**Absent:** Connie Alexander, Jim Rogers,  
**Others:** Recorder – Marni Lipke,  
CHA Projects – Aditya Modi, Michael Owen, Christina Oppen,  
Amanda Sawyer,  
Tappé Architects – Chris Blessen, Toby Zaltsman,  
WT Rich - Harvey Eskenas, Evan Moore, Brian Santos,  
**School:** Business Administrator – Mark Friedman, Prin. John Custer,  
Asst. Prin. Melissa Ogden, Sean DeBettencourt, Kate Harding,  
Rita Jeffers,  
**Press:** Rich Saltzberg – MV Times

\* TSBC members late arrivals or early departures

**1. Call To Order & Virtual Meeting Reminders**

• The Tisbury School Building Committee Design/Construction Phase (TSBC) meeting was called to order at 3:35PM. Chair Michael Watts noted that meetings might continue in remote protocol, for the convenience of the professional team and in response to an uptick in Covid cases on the Island.

*(Recorder's note: Discussions are summarized and grouped for clarity and brevity.)*

**2. Tisbury School Building Committee (TSBC) Attendance** - was called.

**3. Review and Approval of Minutes**

• **ON A MOTION DULY MADE BY PRINCIPAL JOHN CUSTER AND SECONDED BY MR. SEAN DEBETTENCOURT THE FOLLOWING MINUTES WERE UNANIMOUSLY APPROVED: 6 AYES, 0 NAYS, ABSTENTIONS AS ABSENT:**

- **APRIL 25, 2022,**

- **APRIL 28, 2022;**

**PRIN. CUSTER—AYE, MS. READE MILNE—AYE, MS. RITA JEFFERS—AYE, MS. SARAH YORK—AYE, MR. DEBETTENCOURT—AYE, MR. WATTS—AYE (ABSTAIN APRIL 28, 2022).**

**4. TSBC Chairperson, Vice Chairperson Update**

Press releases were in process.

**5. Architect's Update** (See documents on file.)

Tappé Architects was working hard to set Value Engineering (VE) changes and clean up the modified design drawings in order to deliver the drawings to Construction Manager at Risk (CMR) WT Rich after Memorial Day for a bid advertisement target of Monday, June 6<sup>th</sup>. Mr. Chris Blessen reviewed highlights of the current option.

- An elevator connected all floors.
- The only changes in the ground floor (the gym level) was the Occupational and Physical Therapy (OT/PT) rooms.

**Tisbury School Building Committee – Design/Construction Phase**  
**May 16, 2022**

2

- On the first floor the new main entry and north entry security measures were designed with a transaction window and double-doored vestibule. Both entries were expected to be open at school start and finish, but traffic would be channeled to the main entrance during the school day. The West Williams St. historical entrance was retained to conform with egress codes (with a sensory room and a quiet study room on either side).
- The floor included the administrative office/reception, short-term records storage, waiting room and principal's office, counseling suite and staff restrooms. Long term records storage was relocated. The Principal's office door was shifted to open into the hall (instead of the media center). Administrative offices included space for 3 administrative support professionals, and a separate 2 desk finance office.
- The 1<sup>st</sup> floor media center was slightly different from the 2<sup>nd</sup> and 3<sup>rd</sup> floors to accommodate space needs and kindergarten (K) regulations.
- The Nurse's suite would be located in what was now the cafeteria, and would include an exam room, resting area, private office, bathroom, and storage.
- The second and third floor media centers were open to the corridors on either side. 3<sup>rd</sup>/4<sup>th</sup> grade Special Education (SpEd), 3<sup>rd</sup> - 5<sup>th</sup> grade English Language Learners (ELL), and K- 4<sup>th</sup> grade Math and Reading rooms, following school grade level location configuration.
- The bridge over the cafeteria connected to Industrial arts.
- There was an unfinished space that could be built out in the future.
- Emergency and general supplies and long-term records storages were placed for access to the elevator.
- The largest third floor change was the inclusion of the 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grade SpEd rooms, the 6<sup>th</sup> thru 8<sup>th</sup> grade ELL and 5<sup>th</sup> thru 8<sup>th</sup> grade Math and Reading. Designation of rooms could be shifted at the School's discretion.
- The expensive lean-to skylight feature (requiring sprinklers, glazing codes, etc.) was changed to large windows looking out onto the flat roof and large skylights that should give about the same daylight to the cafeteria and media rooms at much less cost (see below: Actions).
- The TSBC clarified some details: expansion joints between buildings, the 1<sup>st</sup> grade entry, acoustic barriers to reduce cafeteria noise bleeding into the K wing.
- The TSBC was very grateful for the very rapid design re-work.

6. Owner's Project Manager (OPM) Update

(See documents on file.)

As noted above, the 100% Construction Drawings (CD) were targeted for June 1<sup>st</sup> in order to go out to bid June 6<sup>th</sup>.

- There were no plumbing bids and only one electrical bid, which was rejected as over the budgeted amount. WT Rich took on the work as non-trade contracts.
- Work was proceeding on Phase 1 of the "move management phase": moving the piano (possibly to the Senior Center—see below: Actions), the gym contents, and relocating the 'white house' to the temporary school site.
- The Tisbury School Committee (TSC) and the Tisbury Select Board (TSB) ratified the TSBC recommended Option #3 (see 4/28/22 Minutes), allowing the bid process to move forward for hard numbers/budget to be ready towards the end of June.

7. Construction Manager's Update

- WT Rich continued to work around delayed lead times.

**Tisbury School Building Committee – Design/Construction Phase**  
**May 16, 2022**

3

- Lawrence Lynch was expected to be low bidder on the temporary school site preparation and was given notice to proceed to level the site, because the units were expected next week.
- Two non-trade electricians, one of them pre-qualified, had expressed interest.
- Priority non-trade bid documents were targeted for the first week of June followed by non-priority non-trade.
- Modular delivery completion was expected by Memorial Day, depending on weather; so far there were no reported issues or traffic problems. The next 30 days of temporary school work would include:
  - joining the units into ‘buildings’;
  - underground or water work before the ‘white house/ administration unit’ placement;
  - refining and completion of Mechanical/ Electrical/ Plumbing (MEP) buy-out, requiring Town approval of a Letter of Recommendation (LOR) to owner/ Change Order (CO);
  - awards to subcontractors some of whom had already started to submit alternate materials with cost cutting in mind.
- The original Demolition and Abatement package was forwarded for Town approval. The likely low bidder was Costello Dismantling and WT Rich would pursue price reductions during the bid/ award process. Once demolition plans were submitted and the Department of Environmental Protection (DEP) was given the mandated 10 day notification, the contractor would start sealing off/ separating the gym.
- WT Rich was working on the fire panel with the electrical contractor.

**9. Public Comments**

In response to a question from Mr. Rich Saltzberg of the Martha's Vineyard Times, WT Rich projected a complete project Guaranteed Maximum Price (GMP) when most or all bids were in) around mid-August.

**10. Other Topics Not Reasonably Anticipated by the Chair Within 48 Hours of the Meeting**

The TSBC urged engaging the public and presenting the changes in a helpful way. It was important (and Town Hall encouraged) a timely pro-active press release and/or summary document explaining the situation for truthful appropriate reporting (see below: Actions).

- CHA/ Daedalus suggested an ambassador program, to designate certain people to outreach and discuss the project.
- When the situation was known, public forums were likely to attract attention (although in the past they were poorly attended) and the TSBC should be prepared for confrontational comments or requests for re-design.

**5. Adjournment**

**• ON A MOTION DULY MADE BY MS. JEFFERS AND SECONDED BY MS. MILNE THE TISBURY SCHOOL BUILDING COMMITTEE MEETING UNANIMOUSLY ADJOURNED AT 4:34PM: 6 AYES, 0 NAYS, 0 ABSTENTIONS: MS. YORK—AYE, MR. DEBETTENCOURT—AYE, MS. JEFFERS—AYE, PRIN. CUSTER—AYE, MS. MILNE—AYE, MR. WATTS—AYE. The Chair thanked members for their time and attendance.**

**Appendix A: Meetings/Events:**

- TSBC -Monday, June 20, 2022**
- State Election/ Tisbury Ballot – November 12, 2022**

**continued >**

**Tisbury School Building Committee – Design/Construction Phase  
May 16, 2022**

4

**Appendix B: Actions:**

- Tappé – run a lean-to vs. windows/skylights light analysis study.
- Mr. Watts – contact DPW and Town re: piano.
- Mr. Watts/Ms. Jeffers – prepare press release/summary document asap with Town Hall approval.

**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 School)*

- Agenda 5/16/22
- Tisbury School, Tisbury, MA, School Building Committee Meeting, May 16, 2022 (9 p.)
- Tisbury School 40 West Williams St. Vineyard Haven, MA 02568, Tappé drawings A103... (11 p.)

Minutes respectfully submitted by Office On Call/Marni Lipke.

\_\_\_\_\_  
Marni Lipke – Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Michael Watts – TSBC Chair

\_\_\_\_\_  
Date

Accepted 6/21/22