

School Building Committee  
Winthrop Elementary School Cafeteria, 65 Central Street  
December 8, 2016 – 7:00 p.m.

Acronyms used within:

**OPM:** Owner's Project Manager

**SBC:** School Building Committee

**Add-Reno:** Addition and Renovation

**PSR:** Preferred Schematic Report

**MSBA:** Massachusetts School Building Authority

**1. Call to Order**

7:10 p.m.

Attendees: Jeff Anderson, Sheila Conley, Barry Hopping, Mitchell Lowe, Sheila McAdams, Nishan Mootafian, Kevin Murphy, Sarah Player, and Chub Whitten

Also Attending: Paul Queeney of PMA Consultants, Owner's Project Manager. Daniel Colli of Perkins Eastman, Project Architect. Ashley Iannuccilli of Birchwood Design Group, Landscape Architect. Vinod Kalikiri of Vanasse, Hangen, Brustlin, Inc. (VHB), Traffic Engineer.

Not Attending: Robin Crosbie, Joanne Cuff, Jonathan Elder Dr. William Hart, Bill Hodge, Richard Howard, and Steve Solomon.

The 12/08/16 Building Committee was dedicated to Winthrop abutters and community members for the review and discussion the building options, placement of the buildings on the site, and how the building will interact with the surrounding community – with particular attention to traffic, parking, parent drop-off/pick-up, and bussing. The meeting was a continuation of an ongoing process of abutter and community involvement that included a previous Building Committee meeting with Winthrop abutters on 8/10/16.

**2. Design Update by Perkins Eastman, Birchwood Design Group, and Vanasse Hangen Brustlin, Inc.**

The following design team members were present:

- Daniel Colli of Perkins Eastman, Project Architect
- Ashley Iannuccilli of Birchwood Design Group, Landscape Architect
- Vinod Kalikiri of Vanasse, Hangen, Brustlin, Inc. (VHB), Traffic Engineer

The design team presented slides showing the development in the building design alternatives and site configuration since the prior SBC meeting. The slides that were presented will be posted on the Committee's web site ([www.ipswichsbc.org](http://www.ipswichsbc.org)).

The architectural component of the presentation included: review of the building layouts, site characteristics, and floor plans for 3 new-build options and 1 addition-renovation (add-reno) option; building massing diagrams; and shading studies for the building and the site.

The review of the site layout included discussion of safe circulation of pedestrians, busses, and cars and safe crossings. The placement of fields and play areas and their proximity to gym and cafeteria were also addressed.

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The presentation also included a report from the traffic engineer who reviewed the work done thus far and what will be done next. The traffic review included discussion of: traffic counts and locations of counts, counts of walkers, current peak traffic in the morning and in the afternoon, estimated traffic and impacts after the merging of the Winthrop and Doyon Schools, speed of vehicles on Central Street, parking demand and the need for off-site parking, pick-up and drop-off (queues and modes of transportation), separation of cars and busses, and means of reducing vehicular traffic (through increased bussing, walking, and bike-riding).

Each design team member fielded questions during their presentations and throughout the meeting.

### **3. Announcements**

The Building Committee Chairman announced the next Building Committee meetings on 12/14/16 and 12/22/16 and he encouraged the public to attend these meetings and subsequent public meetings. The Chairman encouraged the use of the Building Committee's web site as another venue for the public to learn about the project, express concerns, and ask questions. ([www.ipswichsbc.org](http://www.ipswichsbc.org)).

The Chairman outlined the plan for developing the design from now to the Town Meeting and Town vote in the fall of 2017 and he indicated how the public review and comment would continue throughout the design and that the developing design will incorporate the ongoing input from the community.

### **4. Public Comments**

Plans for 4 building alternatives were distributed around the perimeter of the cafeteria with 10 minute viewing periods for each alternative before the abutters and community members were asked to move to the next station to review the next building alternative. The design architect, landscape architect, traffic engineer, committee members, and key knowledgeable faculty were posted at each station to answer questions and receive feedback about each alternative. Abutters and community members put sticky notes on boards with their observations and suggestions about the benefits and challenges of the 4 design alternatives, particularly as they relate to the site, traffic, and the neighborhood.

Throughout the meeting, abutters and community members were invited to ask questions and provide comments. The concerns and interests expressed include the following:

- The existing traffic, data collection, and modelling of future traffic that accounts for weather and the anticipated increases in bussing, biking, and walking.
- The proposed quantities of parking spaces for the 4 building alternatives - it was noted that the new building options will have less parking than the total number of spaces presently exists at the Doyon and Winthrop Schools.
- Vehicular entrances and exits to/from the site, on-site circulation, and car and bus queueing at drop-off and pick-up.

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- The public encouraged the design team to consider parking needs for special events at the school and to pay particular attention to avoid impacting adjacent roadways (with regard to both traffic and parking). It was noted that off-site parking is being considered.
- Members of the public expressed particular concern to avoid impacts to High Street and Mineral Street and to maintain the current parking restrictions on Mineral Street that were implemented in 2002 to address safety concerns that arose when parents used Mineral Street for drop-off and pick-up of children. It was noted that the current parking restrictions on Mineral Street are expected to remain unchanged.

Committee members assured those present that their concerns are being heard and incorporated into the design.

**5. Next Meeting**

The next meeting of the School Building Committee is scheduled for 12/14/16 at 7:00 p.m. in Room A of the Town Hall. The meeting will continue with the discussion of site and traffic and will refine the discussion of the building design alternatives for the identification of the preferred alternative that will be submitted to the MSBA with the Preferred Schematic Report (PSR) on 1/4/17.

**6. Adjournment**

The meeting adjourned at 8:46 p.m.

Respectfully submitted,  
Paul Queeney  
PMA Consultants LLC  
Owner's Project Manager