Hingham High School Accelerated Repair Project

2025 Hingham School Building Committee Meeting Minutes
Tuesday, March 24, 2026 – 7:00 PM
Location: ZOOM remote meeting only

Meeting Attendees:	Angela Thedinga, Chair	2025 Hingham School Building Committee
	Jim Cahill	2025 Hingham School Building Committee
	Thomas Donnelly	2025 Hingham School Building Committee
	Charles Hayes	2025 Hingham School Building Committee
	Brian Mulkerin	2025 Hingham School Building Committee
	Shane Nolan	2025 Hingham School Building Committee
Central Office/Town:	Aisha Oppong	Executive Director, Hingham Public Schools
	Matthew Meehan	Facilities Director, Hingham Public Schools
	Jen Benham	School Committee Chair (with Aisha Oppong)
	Patricia Burke	Sustainability Coordinator / Town of Hingham
HS Design/OPM Team:	Kevin Riordon	Dietz & Company – Architects / Designer
	Dani Garber-Letitia	Dietz & Company – Architects / Designer
	Brendan Bovard	Jones Lang LaSalle Americas (JLL) / OPM
	Tom Ellis	Jones Lang LaSalle Americas (JLL) / OPM
ES Design/OPM Team:	Robert Todisco	P3 / OPM

1. **Call to Order**
`   The meeting was called to order by the chair at 7:03 PM as a quorum was present.

   The meeting chair made the following statement:
   "This meeting is being held remotely as an alternative means of public access pursuant to Chapter 2 of the Acts of 2025 and all other applicable laws temporarily amending certain provisions of the Open Meeting Law. You are hereby advised that this meeting and all communications during this meeting may be recorded by the Town of Hingham in accordance with the Open Meeting Law. If any participant wishes to record this meeting, please notify the chair at the start of the meeting in accordance with M.G.L. c. 30A, § 20(f) so that the chair may inform all other participants of said recording."

2. **Approval of Prior Meeting Minutes**
   The minutes of the March 10, 2026, meeting of the 2025 Hingham School Building Committee were presented for approval. The Chair reviewed some clarifications and corrections which were submitted to the OPM via email which included requests to align with agenda topics, clarifying statements about the committee scope, clarification about the weather-related

damage to the schools, and request for committee discussion about how we want to characterize last meeting incident in the committee's meeting minutes.

Those corrections will be made and redistributed to the committee for final review. It was agreed to delay the approval of the amended meeting minutes until the meeting on April 7th, 2026.

3. **Security Updates for SBC Meetings**
Discussion:

- Angela reported that the previous "Zoom bombing" incident was filed with Hingham Police and a recording provided for the investigation, which is being taken seriously.
- The case has been escalated to the State Police for tracking other potential public meeting disruptions.
- Aisha Oppong described new security measures:
  - Access codes are now required and not posted publicly; instead, members of the public must request access by email.
  - Meeting hosts were given new privileges to remove people from the meeting.
  - Only designated co-hosts can share screens, restricting public access to this feature.
- Aisha will monitor email for public access requests during meetings.
- Angela and Jim will serve as meeting co-hosts for security purposes.
- Committee discussed language to characterize the incident in public records. It was agreed that the language in the draft meeting minutes is acceptable. The meeting video recording provides a record of the actual intrusion event.

4. **MSBA Orientation Update**
Discussion:

- Angela presented key updates from MSBA orientation and posed questions submitted by the committee regarding reimbursement strategies for heat pumps and project components.
  - Q1: If, during the heat pump design process, it is determined that a building layout requires a supplemental or backup boiler to support the heat pump system, how would MSBA reimbursement be applied? (i.e. would the reimbursement rate still apply to the full system, would the boiler portion be excluded, or would the inclusion of any boiler component affect the project's overall eligibility?)

  - A1: Heat Pump designed to heat the building at least 85% of time. There will likely be a need for backup heating. If the committee selects fossil-fueled backup, MSBA will not reimburse purchase of new fossil fueled backup. Selecting fossil-fueled backup does not disqualify project from the MSBA ARP program, however any newly purchased fossil-fuel equipment would be ineligible for partial reimbursement.

- Q2: For mixed-scope projects that include two components, like a roof and a heat pump, if the town approves one portion of the project but not the other, how does that affect eligibility for reimbursement?

- A2: Project scope as approved by MSBA will be put to town vote, it will not be possible to vote on one element of the project and not the other. Due to age of the HHS roof, the project would be eligible for roof replacement only if that is what is submitted in the Schematic Design package submitted for the MSBA Board Approval. If reduction in MSBA scope to roof only is desired, the next MSBA submission would be the time to address.

- Noted the requirement for schematic design to cover the building's layout, potential need for backup systems, and clarity regarding MSBA's expectations for classroom cooling versus whole-building cooling.
- Aisha provided answers shared at MSBA orientation:
  - Specifics on mixed-scope projects (roof + heat pump), eligibility if only one component is approved, and the baseline requirements for MSBA reimbursement.
  - Confirmed MSBA will reimburse for study and design of backup non-fossil backup systems but not for fossil-fuel systems (which must be funded by the Town).
  - Life-cycle cost analysis and heat pump financial eligibility will be required.
  - Timelines for submission and the need for solidified cost estimates ahead of the MSBA board review.

Action Items:

- Tom Ellis to add MSBA heat pump study to the committee's shared folder.
- Patricia Burke to reshare historic solar/roof studies.

5. <u>Plymouth River School (PRS) & South Elementary School Update</u>

a. Project Financials

Discussion:

- Committee reviewed current project financials.
- Financial reporting format will include documentation of all meeting materials and attachments for public access.
- Documents will be posted on both the Town's and School Committee's website as public records.

Action Items:

- Meeting materials and project financial data to be posted online after each meeting.

b. Updates (Including potential amendment for 90% structure design)

Discussion:

- Existing condition surveys for PRS and South to commence during April vacation.
- Discussions about increased structural analysis scope due to significant snow loads observed. Team expects need for reinforcing roof structures, particularly for solar readiness and compliance with accessibility thresholds.

- Anticipate proposal for 90% structural design amendment be brought to the committee next month pending results of the ongoing surveys.

Action Items:

- Robert Todisco to provide initial feedback on existing conditions and required amendments at the next meeting.

6. <u>**High School Project Update**</u>

   a. **Project Financials**

   Discussion:

   - Tom Ellis presented a summary of high school project budget, including breakdowns of MSBA-eligible and Town-funded components.
   - Solar enablement and roof design are included in the same funding approval, the financials have been formatted for clarity, separating MSBA vs. Town solar scope.
   - Project is proposed to be delivered under MGL Chapter 149A procurement laws, specifically utilizing Construction Management at Risk, or CM at-Risk approach. Scope will integrate solar-ready elements for MSBA compliance.

   b. **Timeline Deep Dive**

   Discussion:

   - Tom Ellis shared a comprehensive schedule, aligning design timelines, MSBA submission calendar, and procurement strategy.
   - Emphasized February 2027 board meeting as critical deadline for MSBA approval to achieve town meeting funding and possibly start some construction during the summer of 2027.
   - Committee discussed risk/reward of schedule compression, aligning schematic design, DD, and CM at risk procurement with MSBA and Town milestones.

   Action Items:

   - Tom to finalize and share the updated integrated schedule and communicate any areas where committee intervention may accelerate progress.
   - Next timeline review and approval of contract amendments scheduled for April 7.

   c. **To Discuss Construction Management at Risk and Act as Appropriate**

   Discussion:

   - In-depth discussion regarding merits and logistics of Construction Manager (CM) at risk vs. Design-Bid-Build for an occupied renovation.
   - Committee discussed the importance of having CM at risk due to project scope including extensive modifications to an existing building that is heavily utilized. Using the 100% design/bid/build process presents significant risk, additional coordination, and high likelihood of changes if construction logistics are not incorporated into the design documents. Considering the complexity, the committee discussed the importance of having the construction input during the design phase, which is available through the CM-at-risk delivery method

- Risks, benefits, and process for “CM at risk” adoption were summarized:
    - CM participation in pre-construction/early design phases.
    - Allows phasing, early procurement, and more accurate cost estimates.
    - Increases ability to minimize operational disruption.
    - Potential cost premium is justified by reduced owner risk for scope changes and logistics.

Decisions:

- The committee UNANIMOUSLY APPROVED moving forward with Construction Management at Risk as the delivery method for the high school project via a roll call vote:
  Roll Call Vote: Jim Cahill – Yes, Thomas Donnelly – Yes, Charles Hayes – Yes, Brian Mulkerin – Yes, Shane Nolan – Yes, and Angela Thedinga – Yes.

Action Items:

- Tom Ellis to draft the CM at Risk application and prepare committee and select board documentation for approval.
- Legal review to be sought on use of contingency/design funds for pre-construction CM services before full project funding is secured.
- Angela requested that any committee members interested in serving on the CMR Selection Committee email her directly.

7. <u>48 Hour Items</u>

None

8. <u>Next Meeting & Adjourn</u>

The next meeting is scheduled for Tuesday, April 7, 2026 at 7PM and will be held as a remote meeting only.

A motion was made by Shane Nolan and seconded by Brian Mulkerin to adjourn the meeting. The meeting was adjourned at 9:09 PM by a vote of roll call:

Roll Call Vote: Jim Cahill – Yes, Thomas Donnelly – Yes, Charles Hayes – Yes, Brian Mulkerin – Yes, Shane Nolan – Yes, and Angela Thedinga – Yes.

Recorded by Tom Ellis
Jones Lang LaSalle Americas, Inc. / Hingham High School ARP Owner’s Project Manager
Committee approved minutes by unanimous vote during the April 30, 2026 meeting