**Meeting Minutes**
**Medford Comprehensive High School Building Committee Meeting**
**October 6, 2026 at 6 p.m. at MHS Library & on Zoom**

I. Roll call

Voting Members:

14 Present

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

1 Absent

*Tracy Keene*

Non-Voting Members:

9 Present

*Lisa Miller, Kim Clinton, Dr. Kim Talbot, Dr. Laurie Hodgdon, Will Pipicelli, Bob Dickinson, Phillipe Santos, Chad Fallon, Paul Ruseau,*

1 Absent

*Fiona Maxwell*

II. Approval of Meeting Minutes

A. Meeting Minutes from September 22, 2026 Full Committee Meeting

**Motion to Approve Meeting Minutes by Ken Lord, second by Aaron Olapade**

13 Present

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

2 Absent

*Mayor Lungo-Koehn*
*Tracy Keene*

**Motion Approved**

III. Approval of SMMA Contract Amendment #3 - Radon Mitigation

$6,600 Consultant fee for radon mitigation specialist

Luke P. asked if there is a discovery from the specialist, could that impact the cost. SMMA said that a conservative estimate was factored into the PSR estimate and that potential system is factored into the project.

**Motion to Approve SMMA Contract Amendment #3 regarding radon mitigation by Ken Lord, second by Dr. Galusi**

12 Present

*, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane*

0 in the negative

2 Absent

*Mayor Lungo-Koehn*

*Tracy Keene*

1 Abstain

*Luke Preisner*

**Motion Approved**

IV. Review of Construction Manager at Risk procurement process

CM at Risk Subcommittee has been meeting throughout the summer and fall to hire CM for the project. The selection committee ranked the firms as:

1. Suffolk
2. Consigli
3. Bond/WT Rich
4. Skanska

Selection was unanimous. Chair Graham noted Suffolk's technical proposal, their understanding in Medford and work of SBC. Graham talked about their understanding of market pressure and scale of projects, including the workforce. Their pricing proposal was competitive for the value of the services.

Lisa M. asked about their experience. They have experience in Lowell HS, the Brockton HS project, Diamond Vocational High School, and Somerville HS.
Maria D. asked if Suffolk was involved in the Medford elementary and middle school projects. Dr. Galusi said yes to the McGlynn and Andrews.
Luke P. asked about selection criteria for measuring firms and if there was anything noteworthy. Chair Graham said that negotiations have to finalize with a preferred bid. Chair Graham said experience large complex site experience, vocational experience, competitive pricing were amongst the criteria. She said all firms did a wonderful job, and that there were exceptional people on each team, and that all firms have been paying close attention to projects.
Luke P. asked about factors such as cost, use of specialists vs in house. Graham said it was in the SOQ. Ken L. said firms were measured in categories management and staffing plan, construction services plan, project schedule and phasing, logistics, financial capacity, and minority & female employees.

Luke P. asked architects when a new round of estimates from CM will arrive such as timeline & phasing. The architect team said the CM will jump in right away to work with the project team. Two estimates from the project team and CM will come towards the end of January. The schedule will be refined following further discussion between the project team and district, which will impact phasing and costs. Final project cost goes to MSBA on February 10, 2027

**Motion to enter negotiations with Suffolk as the CM at Risk for the Medford Comprehensive High School Building Project by Luke Preisner, seconded by Libby Brown**
13 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative
2 Absent

*Mayor Lungo-Koehn*
*Tracy Keene*

**Motion Approved**

V. Review recommendations from the Sustainability and MEP Advisory Team and determine project scope

A. HVAC: Full Air-to-Water Heat Pump installation

The advisory team recommendation's it to have an Air to Water Pump system. There will be no geothermal option on site due to temporary system needs, location needs, and original costs. Air to water heat pumps bring the required amount of efficiency and cost savings of immediate installation.
The initial systems cost $62,378,000, which is $31,000,000 less than the PSR estimate of the system. This cost was created through the Life cycle cost analysis by the project team.
The recommendation from the advisory team was based on:

- Fossil Fuel baseline initial cost is more expensive than all three all-electric HVAC options
- AtWHP system brings initial cost reductions when compared to full geo-thermal (GSHP)
- that was assumed for the PSR submission
- AtWHP system has the lowest initial cost
- AtWHP system has the lowest 50-year life cycle cost
- Geo-thermal (GSHP) options bring higher initial costs. Required borefield areas present
- permitting challenges associated with the deed restriction and add phasing/temporary
- HVAC system costs. (44-Year Payback, 33 with incentives)

Luke asked if this system eliminates deed restriction concerns. The project team said yes it does, and has lowest initial costs and 50-year cycle cost.

B. B. Solar: Modified PV2 Option

The advisory team recommended an optimized Roof & Parking Canopy on a PPA agreement. The PPA brings a fixed electrical rate that is lower than current rate and will take 15 years to pay back the initial system estimated cost of $4,319,000. This is an $4,319,000 increase in the initial PSR scope. This cost was created through the Life cycle cost analysis by the project team.

Optimized Roof & Parking Canopy PPA (100% NZE) has a low initial cost and benefits annual energy costs with considerable savings. Maintenance and management of the system is provided by the PPA (Power Purchase Agreement) entity, reducing operating costs for the Owner.
PPA reduces costs over time.

Alicia Hunt, Office of Planning, Sustainability and Development (and on Advisory Committee): The State has a program called SMART program, similar to how the library was created with renewable energy, to create net zero for the first ten years.

C. Mass Timber: Deferred to 11/16

**Motion to approve HVAC and Solar Recommendations by Sustainability & MEP Advisory Committee by Aaron Olapade, seconded by Brian Hilliard**

13 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

2 Absent

*Mayor Lungo-Koehn*
*Tracy Keene*

**Motion Approved**

VI. Review Project Adjacencies and Related Efficiencies for all remaining project efficiency proposals including:

A. Kids Corner

The Recommendation is to Adjust Infant & Toddler Classroom sizes from 950 to 900 net square feet. Add (1) 900 net square feet Toddler Classroom, Change (1) 1,200 net square feet Classroom to a 900 net square feet Toddler Classroom, and Remove (1) 150 net square feet Office.

These program spaces were reviewed by Kids' Corner and District leadership and were determined to need the above noted modifications to meet planned daycare enrollment.

The above modifications result in an overall increase of 350 net square feet. Kids Corner spaces are not reimbursable by the MSBA.

Luke P asked if the proposed square footage expands the current footprint and need of the classroom. Dr. Galsui said the space serves employees, city employees, students, and some community members with a waitlist. Current configurations are quite tight and lack breakout space for infant, toddler, pre-school and pre-k. Serves students 2-3 months to 5 years old. Currently office for director and staff room. The conference room is for parent teacher conference rooms, evaluation meetings, and staff meetings.
Luke P asked about sharing a conference room between other programs and that the priority of the project is current HS students. Disappointed of no co-locating of resources for non 9-12 programming. Dr. Galusi said that Kids Corner has been around for over 20 years, and that the lack of pre-schooling options for MPS staff and city employees support teachers in serving all students of MPS. Dr. Galusi also said that the CTE Early Childhood program works with all ECC programs (Kids Corner, MFN, and MEEP).
Graham said that Kids Corner employees do not get guaranteed duty free lunch due to the unpredictable nature of the role and the need of early children. Cost of the program is a self-sustaining budget and not out of the MPS general budget.
Luke P said that does not want to eliminate any ECC programming given that they're in the end plan, but disappointed given the need to identify space efficiencies.
Libby B asked about eliminating space later on given identified adjacencies and how it affects the timeline. Project team said any efficiencies would be technically doable but not recommended.

**Motion to approve Kids Corner Space Recommendation of 350 net square ft increase by Nicole Morell, seconded by Aaron Olapade**
13 Affirmative
*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane*
0 in the negative
1 Absent
*Tracy Keene*
1 Abstain
*Luke Preisner*
**Motion Approved**

B. MFN

The MFN's anticipated location in the building will be next to or near Kids Corner. The Recommendation is to Eliminate the Pantry, Clothing Closet and Toilet Room spaces, and Increase the Storage space by 200 net square feet to account for displaced Pantry storage capacity.

These program spaces were reviewed by MFN and District leadership and were determined to require the above noted modifications to meet planned student capacities. MFN spaces are not reimbursable by the MSBA.

The above modifications result in an overall reduction of 500 net square feet.

Irina Shumway, Director of Medford Family Network, and Medford Resident: Thanked building committee for work towards project. MFN has served the community for 33 years and worked alongside Kids Corner and MEEP. Spoke about benefits of being in MHS, working with Registration Office for diaper assistance, nursing support, wraparound services, special education students volunteering at MHS, collaboration with CTE programs, library for caregiver resources and having care of custodians and security. Caregivers and volunteers meet on site. Partner with Boston Children's museum and MPS for Kindergarten Welcome Events.

**Motion to approve Medford Family Network Space Recommendation of 500 net square ft reduction by Aaron Olapade, seconded by Liz Mullane**

14 Affirmative

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

1 Absent

*Tracy Keene*

**Motion Approved**

C. Central Office

Reduction in mail room size, elimination of Superintendent toilet, reduction in payroll office, technology director office (moving to academic directors open office), and network administrator office. Increase in academic open office space (for the technology director) and admin assistance office (Two single occupant offices were consolidated into one space/position, which will be in a reception area for Directors).

Includes an increase of 1,000 net square feet of Storage space for consumable goods (paper goods, soap, etc.) that is required to be at the high school prior to them being delivered to the

ES's and MS's throughout the District. This space is currently at the High School located near the gymnasium. It was not included in the PSR submission.

These recommendations result in an overall increase of 335 net square feet.

Luke P asked about a 40 square phone booth. They are intended for open offices that allow employees to take calls in ADA compliant spaces.
Phil Santos asked about different sizes of conference rooms to be used. The 250 ft is designed spaced for 4-6 people.
Paul Ruseau noted the size of the conference room of 800 square feet, and said that the current conference rooms can become tight real quickly. There is not enough room for large negotiations.
Luke P asked about the use of tools of modern video conferencing. Dr. Galusi said that yes there are opportunities for virtual, but in person are preferred because of collaborative nature and use of physical tools such as sticky notes, large scale paper, etc for use of shared work. In-person collaboration is part of the culture.

Lisa M. asked about using other space in the building. Dr. Talbot said Central Office is not intended to intermingle and use space designed for students and teachers. Also have existing MSBA guidelines spaces that need to be used 85% of the time.
Paul R. noted that losing a big conference room during this process is disappointing and that having breakout, smaller conference rooms supports breakout opportunities.
Paul M. spoke personal experience about working in schools, and that needs of admin vs building leaders can result in conflict. Paul M also asked about storage space of 1,000 net square feet. Ken L. said that storage of materials happens at MHS because there was no space at other schools.

**Motion by Luke Preisner that if annual debt service amount is quadruple that the prop 2.5 generated on an annual basis, then the SBC will pause and refer ed plan work back to School Committee so they can adjust the ed plan, no second.**

**Motion to approve Central Office Space Recommendation of 335 net square ft increase by Brian Hilliard, seconded by Nicole Morell**
12 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane*

1 in the negative

*Mayor Lungo-Koehn*

1 Absent

*Tracy Keene*

1 Abstain

*Luke Preisner*

**Motion Approved**

D. Welcome Center

There were no potential efficiencies noted for the Welcome Center in the "Other" space category. The list of spaces noted above was reviewed with Welcome Center and District leadership and no additional efficiencies beyond what had already been accounted for in the prior Preferred Schematic Report (PSR) phase were noted.

This is an overall reduction of 800-900 square feet of the current setup.

E. Remaining CTE Space

Elimination of related classroom space in Web Development and Film & TV. The x-ray room and sterilization room in the dental assisting space has been removed. The Film & TV studio space has increased to allow for all students to be in the space as once. The Culinary and Kitchen has been reduced by 1,406 net square feet to adjust to the maximum number of students in the shop currently. This decrease in culinary arts spaces is still an increase in over 2,300 square feet from the current shop.

These recommendations result in an overall reduction of 906 net square feet.

Phil S. asked about the use of related classrooms. The project team said ISSN is networking, hardware, and hands on learning as opposed to web development with strictly computers. CTE Director Chad Fallon clarified that related classrooms are part of Chapter 74 requirements and that they do get used beyond strictly classroom time. Director Fallon said that these discussions were had with shop teachers.

Lisa M asked about toilet rooms in Culinary. Project team said dedicated toilet room is for students while bathrooms for the Bistro 489 patrons are in the size of 3,000 square feet.

**Motion to approve Remaining CTE Space Recommendation of 906 net square ft reduction by Dr. Galusi, seconded by Liz Mullane**

14 Affirmative

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

1 Absent

*Tracy Keene*

**Motion Approved**

F. Teen Health Center

The recommendation is to reduce the Teen Health Center space by 255 net square feet through the reduction of a staff room, eliminating two consultation offices and making the other two smaller, a toilet, and storage room. Additions include a Health Educator Office and a Multipurpose Room, a lab, a medical safety zone, and soiled linens.

**Motion to approve Teen Health Center Space Recommendation of 255 net square ft reduction by Maria D'Orsi, seconded by Libby Brown**

13 Affirmative

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane*

0 in the negative

1 Absent

*Tracy Keene*

1 Abstain

*Luke Preisner*

**Motion Approved**

G. HS Administration Non-Counseling

Reduction in size of campus security and SRO office, elimination of mail and time room, CTE reception room and two phone booths. Adjustment down in size of CTE conference room. Increase in 100 square feet for four administrative assistance in the general office waiting room.

Luke P asked about potential need for a second SRO office given the increased mix of students. The project team said that other projects have higher enrollments that haven't needed a second SRO. Principal Cabral said that SRO is currently very visible and that their office space is only used to place belongings, eat lunch, and check cameras if necessary.

Luke P asked about the The Drivers Ed room. The Drivers Ed room is located in the CTE office suite, and the requirement by RMV is to have a dedicated office with a locked door. Director Fallon said that classrooms are used for instructional purposes, and the office is just for adults. There are currently two staff members that use the Drivers Ed office.

**Motion to approve HS Administration Non-Counseling Space Recommendation of 630 net square ft reduction by Dr. Galusi, seconded by Brian Hilliard**

14 Affirmative

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

1 Absent

*Tracy Keene*

**Motion Approved**

The overall space Reduction with All Recommended Program Efficiencies presented tonight is 2,409 gross square feet and a $2,624,000 cost estimate reduction. All building reductions throughout the space efficiency process have not affected educational plans.

When factoring in decisions about solar and HVAC systems, there is a further $46,291,000 in cost estimation savings.

The new project cost estimate is $699,862,410 with a gross square footage of 567,877.

VII. Review Project Alternates for Parking and Athletic Fields

The project team presented 3 project alternatives that included field over parking options. These alternatives are recommended to be eliminated based on sustainability goals. The field over parking options range from $77.2 million to $91.5 million

**Motion to eliminate project parking alternatives by Mayor Lungo-Koehn, seconded by Luke Preisner**

14 Affirmative

*Mayor Lungo-Koehn, Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

1 Absent

*Tracy Keene*

**Motion Approved**

VIII. Consider Previously Tabled Space Efficiency Proposals

(Members may motion to untable a proposal (or proposals) that have not previously been adopted from the list. Items are removed from the table by majority vote. Once an item is officially on the table, moving the item forward will require a motion to approve and a second to

untable. Deliberation can then occur, followed by any motions to act on the item. The committee will consider each category in the sequence listed below

A. See Appendix A for full list
B. Administration & Guidance

**Motion to unstable STEPs classroom space by Aaron Olapade, seconded by Liz Mullane**
13 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative
2 Absent

*Tracy Keene, Mayor Lungo-Koehn*

**Motion Approved**
Motion to reduce Steps Classroom by 50 square by Aaron Olapade, seconded by Liz Mullane
13 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative
2 Absent

*Tracy Keene, Mayor Lungo-Koehn*

**Motion Approved**

C. Art & Music
D. Auditorium / Drama
E. Chapter 74 Programs
F. Core Academic
G. Dining & Food Service
H. Media Center
I. Medical
J. Non-Chapter 74 Programs
K. Other
L. Special Education

Luke P said that the last override inputted $7 million into the schools. Asked committee members to reflect on effects of increases to them and think about what impact this would have on. Doesn't want to lose the good outcome of what the project can offer students and community members.

**Public Comment**

Tiffany Bare from West Medford: Knows people who won't vote based on project costs, noted potential of space efficiencies that can still be had. Thinks that cuts can be made.
Donna Lansely, Winford Way: Asked about the access road. Chair Graham said emergency access roads conversations continue to be had, and that coming from Whiteford Brook is not viable and will not happen. Abutters will be first to know.
Nick Uhlig 62 Tainer St: has 3 kids to attend school, one who will be in the construction process. Supports design and appreciates the cost cuts. Original PSR submission was $794 million and now is $699 million without affecting the educational plan. Appreciates the compromise made by committee members.
Terry Joy, Essex St: grew up in Medford, went to Medford HS. Thinks MHS needs to be addressed and supports children. Wishes there was more give or take and wanted more reductions. Thinks project has to be more affordable and worried about leaving home.
Nick Giurleo 40 Robinson Rd: Concerned about cost and affordability. Doesn't think need to be adding square footage. Noted recent power outage and sewage issues. Hope residents continue to stay involved on the project.
Erin Rayongothrob Ross St: Feels energized by process and has two small children. Hears concerns about affordability and has cut $150 million from first initial estimates. Respects those concerned about affordability but supports project scope and work that has been done.
Ada Gunning, 40 McGoon Ave: Feels telling the tale of the city that because of past issues, this building is the home of other services beyond just a high school such as MFN, Kids Corner, Central Office. Affordability concerns are real but can't kick the can down the road any further. Talked a lot about excitement in the community.
Ellen Rushman, 52 Stickney Rd: Sees lots of evidence to compromise. Grateful for work by committee and Superintendent's office
Harrison Green 290 Ronnely Rd: initial number was shocking, and believes that reductions are reflected in compromises. Excited that ECC services are staying in the project.
Stephanie G 54 Whitney Rd: Asked about indoor air quality, and that if costs need to be reduced to future proof the building to whatever is the standard. Said that there are no indoor air quality standards now but that people are working hard. Emphasized need for CO2 monitors.
Jessica Parks 38 Chorus St: Thanked committee for hard work. Emphasized that the more we have now the better we can get cost estimating.
Zoe Moozos 33 Johnson Ave: Thanked committee for hard work and reflected all the different uses for high school. Appreciates the committee not just focused on 9-12 programming. Knows the number is big but understands that the committee is driven to arrive at the best possible outcome.
David Bridge, West Medford: Thanked committee for work, but Doesn't see effort to bring down to a reasonable number. Believes children and students will need new high school but believes scope is beyond true need.
Susan Wilson, 97 Winchester St: Thank committed for hard work. Says that affordability has been thrown around a lot, and that no magic number exists for the project. Believes there is no

number that everyone agrees is cheap. Doesn't believe that the non 9-12 programming can go anywhere without a set plan or alternative.
Fritzi Pieper 34 Ross St: Spoke to MFN, Kids Corner, and MEEP and their benefits to them being at the high school. Keeping them here avoids having to do those projects later and rehouse those later on. Affordability is a concern, but noted that costs will go up even more if project does not get done now.
Josh Terrill, 86 Newborn Ave: Noted committee cut over 70k square feet and over $100m. Excited that lots of programming remains in the program. Noted concerns about costs, but lots of excitement exists in the community.

IX. Adjournment

**Motion to adjourn by Nicole Morell, second by Brian Hilliard**

13 Affirmative

*Dr. Galusi, Jenny Graham, Marta Cabral, Ken Lord, Libby Brown, Paul Melone, Jen Belanger, Aaron Olapade, Maria D'Orsi,, Nicole Morell, Brian Hilliard, Liz Mullane, Luke Preisner*

0 in the negative

2 Absent

*Mayor Lungo-Koehn*
*Tracy Keene*

**Motion Approved**
***Meeting adjourned***

X. Next Meetings

A. TBD - Curtis Tufts Space Study
B. 11/16 Full Committee Meeting
C. 11/19 Community Forum