smma

Advisory Team – Site, Safety & Security 5

Project Name:	Medford High School	Project Number:	25100
RE:	Advisory Team - Site, Safety & Security	Meeting Date:	11/02/2026
Prepared by:	Helen Fantini	Meeting Number:	5
Distribution:	Attendees		

Owner

- ◯ Nicole Branley, *Resident*
- ◯ Chief Jack Buckley, *Chief of Police*
- ◯ *Marta Cabral, MHS Principal*
- ✓ Theresa Carr, *Resident, Transportation Planner*
- ✓ Amanda Centrella, *Medford Open Space Planner*
- ◯ *Paul Covino, Provisional Police Chief*
- ◯ Matthew DeMeo
- ✓ Chief Todd Evans, *Medford Fire Chief*
- ◯ Matt Galusi, *MHS PE Teacher*
- ◯ Jenny Graham, *SBC Chair, School Committee Vice Chair*
- ✓ Brian Hilliard, *SBC Member, Architect*
- ◯ Joe Hogan, *MHS Student*
- ✓ Alicia Hunt, *Director of Planning, Development & Sustainability, Medford*
- ◯ Nick Karinge, *Disabilities Director, Medford*
- ✓ Ethan Lay-Sleeper, *Architect/Planner*
- ✓ Ken Lord, *MPS Chief Operating Officer*
- ◯ Sean Mangan, *Director of Operations for Armstrong Ambulance*
- ✓ Tim McGivern, *Commissioner of Public Works, Medford*
- ◯ John Prestigiovanni, *MHS Sports Coach*
- ✓ Melissa Young, *Resident, Cambridge municipal employee*
- ◯ *Rob White*

SMMA & Consultants

- ◯ Soala Ajienka, *Architectural Designer*
- ✓ Helen Fantini, *Project Manager*
- ◯ Erin Prestileo, *Civil Engineer*
- ✓ Matt Rice, *Principal-in-Charge, Architect*
- ✓ Laura Swan, *Civil Engineer*
- ✓ *Erik Vangsness, Landscape Architect*
- ✓ *Ethan Fleig Landscape Designer*
- ◯ Rosemary Park, *Architect, Ed Planner*
- ◯ Jamay Li, *Architect*
- ◯ Kate Tooke, *Landscape Architect,*
- ◯ Matt Allain, *Security Consultant,* Good Harbor Techmark
- ◯ Cody Lattin, Good Harbor Techmark

Leftfield

- ✓ Jen Carlson, *Project Director*
- ◯ Matt Gulino, *Project Manager*
- ◯ *Adele Sands, Education Liaison*

Item No.	Action	Discussion
05.01	Record	**Meeting #5 Agenda** Welcome & Introductions Advisory Team Recommendation Development • Updated Site Plan • Site Circulation • Central Field Elevation Study • Retaining Walls, Fences, and Gates • School ID Sign on Winthrop Street • Roof Terraces Next Steps
05.02	Record	**Welcome / Timeline Update** Timeline Update: project is currently in Schematic Design, the phase at which the project budget is established.
05.03	Record	**Advisory Team Recommendation Development**

Updated Site Plan

Updates since the meeting on 10/01 were reviewed, including changes to the southern drop-off serving the ECC and modification to the intersection to the northeast to better direct traffic to the main entrance. A new teardrop shaped drop-off loop has been added to the west to accommodate the yellow school buses. Service vehicles will be directed to the west. Full circulation around the building remains. Secondary emergency connection (24' width) between the main entry drop off circle will be possible.
Sports lighting is planned at Edgerly and the central field but not west practice field.

Discussion/Questions

- *Request to review the loading dock access/process. Response: Loading dock area does also accommodate trash dumpsters, tucked into the building. Service vehicles will enter the site, and turn left at the T intersection at the top of the drive to back into the loading dock, deliver and exit the site. Timing would need to be coordinated by the District to avoid arrival and dismissal times. The location does work with the slope.*
- *Question: Where are the vocational shops accessed? Response: there are several at-grade entries offered for various shops, such as the bistro, cosmetology, auto tech.*
- *Comment: It's unfortunate that the throwing sports are so far from Edgerly.*
- *Information: Regarding lighting for the west practice field, the City representative confirmed that 5 flood lights exist at the practice field that are controlled by the City's system and have been updated with LEDs. They are not cobrahead type streetlights.*
- *Request for clarification on topography.*
- *Comment: Seems as if there is redundancy on drop-offs - is there a way to be more efficient? Response: there have been several conversations with the users, and this is a very challenging aspect of this project. There may be up to 140 early childhood students. Start times for all programs was considered. Addition of the bus drop-off loop was for safety/functional needs.*
- *Question: What is the purpose of the large green space at the top of Steve Miller? Response: This may be a good location for stormwater treatment via bioswales or rain garden with consideration for educational uses.*
- *Comment: Outdoor Dining area is very close to the western drop off loop - protection by greenery? Response: agree that some buffers need to be accommodated.*
- *Question regarding drive widths. Response: 24' wide for 2-lane traffic. One-way drives at north: 22' wide minimum.*
- *What will the teardrop loop be used for? Response: (2) yellow school buses and the small vans.*

Site Circulation

Studies of the fire truck, MBTA bus, delivery truck and school bus maneuverability was shared as well as the various programmatic requirements for arrival and dismissal. A long passenger vehicle queue has been planned for high school. Vehicles are to be kept to the outside loop, and pedestrians on the inside loop. Early Childcare Center (ECC), which includes Medford Early Education Program (MEEP) and Kid's Corner arrival and dismissal.
Bicycle access was reviewed. A shared pedestrian/bike path is planned from Winthrop north to main entry. Distributed bike racks are planned. Using LEED guidelines - planning for 45 currently.
Recommend moving the Bluebike station along Steve Miller Drive.
Consideration has been given to parking for Fells trailhead access.

Discussion/Questions

- *Recommendation: Plan for cargo bike parking near ECC entrance.*
- *Recommendation: Coordinate bike rack styles with the City - reach out to DPW for more info.*
- *Question: Why are the Bluebikes located near Winthrop? Response: these stations are meant for public use, so they should be easily accessible. This program is run through the City. Team should request information about Bluebike usage to determine if the students are using them and if an additional station would be needed. City Transportation Department has this data.*

Central Field Elevation Study

This field would accommodate soccer and lacrosse. Studies were done to see what elevation makes sense for the central field:

- 1 - Match floor level 1 - access from east and west
- 2 - Match ECC entrance level - access from north

Discussion/Questions

- *Question: Is there any plan for bleachers? Response: Some bleachers could be accommodate (2-3 rows)*
- *Comment: 82' elevation seems better in terms of being able to view game from outside of field i.e. through netting*
- *The Advisory Team agreed that Option 1 makes the most sense*

		Retaining Walls, Fences, and Gates The team reviewed a diagram which shows locations and heights for retaining walls. Where retaining walls are needed along roads, a rated guardrail will be incorporated. In addition, a diagram indicating areas of fencing was shared. [SMMA noted that the accessible ramp indicated along the west of the ECC will not be incorporated based on the most recent plan updates.] *Discussion/Questions* • *Question: Have retaining wall materials been discussed? Response: gravity block where space permits, or cast-in-place concrete.* • *Comment: Concern about the 9' high wall on the east. Response: design team will continue to study this.* • *Comment: Appreciate that the entire site will not be fenced.* • *Question: What guardrail material is being considered? Avoid the highway W-shaped type. Response: Steel along south and area near center field but wood is also an option.* School ID Sign on Winthrop Street Precedent images were shared: internal illumination versus externally illuminated. *Discussion/Questions* • *A few advisory team members commented that there is a preference for no illumination with material that complements the building* • *The existing sign was donated by a graduated class and will require further discussion.* • *City permits internal illumination, but no movement.* • *There is a wayfinding master plan for the City that should be consulted.* Roof Terraces Design for roof terraces is a work in progress with a number of opportunities on the 4th and 5th floors. *Discussion/Questions* • *Question: Have you spoken with the McGlynn school about any insights they have about their relatively new outdoor classroom that could be applied here?* • *Recommendation: Provide options for accessible seating in all of these locations* • *Request: City Fire requested specific review of these spaces.*
05.04	Record	**Next Steps** • Review recommendations with the MCHSBC 11/16