

1. Agenda 630 Pm

Documents:

[2022.02.09\\_CAPITAL\\_PLANNING\\_AGENDA-SCHOOL\\_RESEARCH\\_SUBCOMM\\_AGENDA.PDF](#)

2. Meeting Materials 630pm

Documents:

[NEARY SCHOOL BUILDING COMMITTEE DRAFT CHARGE \(PDF\).PDF](#)  
[FINAL SCHOOL COMMITTEE PRESENTATION \(PDF\).PDF](#)

**Town of Southborough, Massachusetts**

**Capital Planning Committee – School Research Subcommittee**

**Wednesday February 9<sup>th</sup>, 2022 6:30 PM**

**REMOTE MEETING VIA ZOOM**

May be watched or may participate in the meeting remotely with the meeting link at: [https://nsborok12-ma-us.zoom.us/webinar/register/WN\\_gC1cqxr8TFOzxm287QYdtA](https://nsborok12-ma-us.zoom.us/webinar/register/WN_gC1cqxr8TFOzxm287QYdtA).

Pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

Agenda (all items may have one or more votes taken to the extent action is required):

- I. Call Meeting to Order
- II. Joint Meeting with Southborough School Committee to present final report and recommendations of the Subcommittee re: School Space Needs Analysis and proposed next steps related to school and town capital needs
- III. Other business that may properly come before the Committee
- IV. Adjournment

Jason W. Malinowski  
Chair, Capital Planning Committee – School Research Subcommittee

## CHARGE

### TOWN OF SOUTHBOROUGH NEARY SCHOOL BUILDING COMMITTEE AD-HOC

The Neary School Building Committee (“School Building Committee”) shall be an ad-hoc committee, all appointed by the Select Board.

Initially, the School Building Committee shall be responsible for conducting a feasibility study into the options for renovations or new construction at the existing Neary School site. Specific emphasis should be placed on understanding the work and recommendations of the Capital Planning Committee - School Research Subcommittee in coordination with the School Administration.

Updates to this charge should be made as the project progresses to better outline the scope of responsibilities of the School Building Committee.

If the project is selected into the Massachusetts School Building Authority (“MSBA”) eligibility phase, then the School Building Committee shall ensure compliance and coordination with any statutes and regulations related to MSBA projects.

The School Building Committee shall provide updates on their progress at least quarterly to both the Southborough School Committee and Select Board.

The voting positions shall be filled by residents of the community who are willing to volunteer their time.

All ex-officio roles are required to be filled to maintain compliance with MSBA regulations. These positions will not count toward the quorum, nor will they have a vote on committee matters.

All initial appointments should be through June 30, 2023, and renewed annually after that date.

#### Membership

##### Ex-officio Members

- Superintendent of Schools
- Assistant Superintendent of Operations (confirm MCPPO certified)
- Assistant Superintendent of Schools (Member knowledgeable in educational mission and function of a facility)
- School Director of Finance
- Neary School Principal

- Town Administrator
- Schools Facilities Director (Local Official responsible for Building Maintenance)
- Town Treasurer/Finance Director

Voting members (preference is for at least a portion of this group to have prior experience with the construction of public buildings).

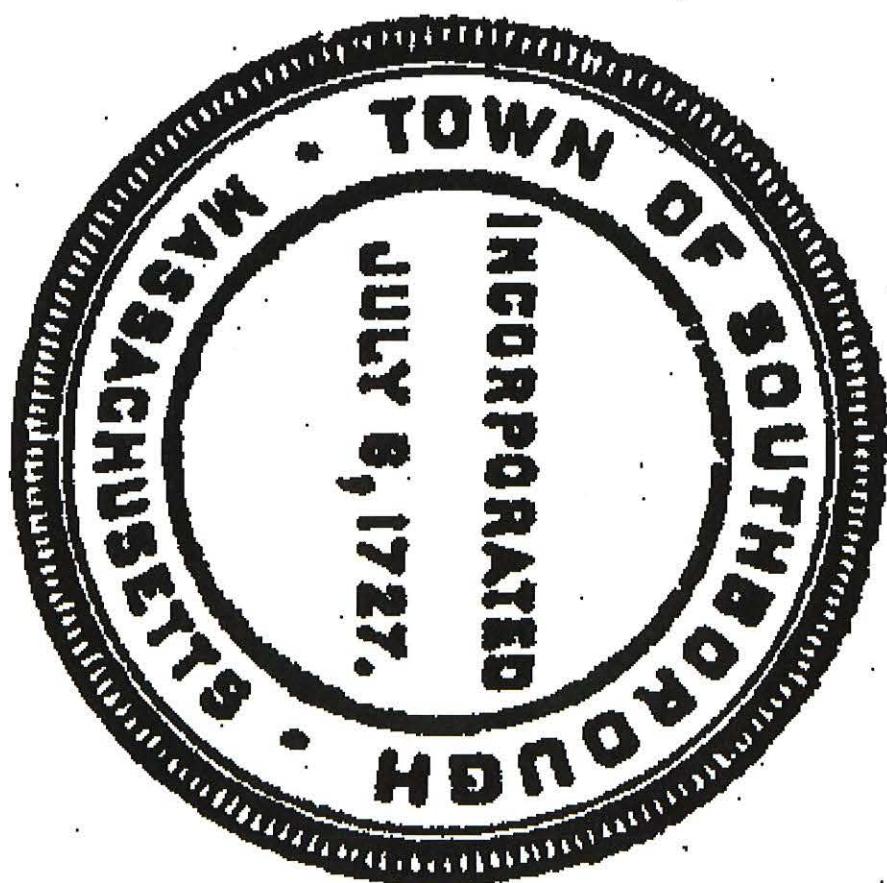
Open for discussion on a number of voting members to start but recommendation is to have 7 or 9.

- School Committee Member (two)
- Select Board Member (Local Chief Executive Officer)
- Advisory Committee Member
- Capital Planning Committee Member (one)
- Residents at Large (2) – architecture, engineering, and/or construction experience

School Committee  
Readout and Findings

February 9, 2022

Capital  
Planning  
Committee –  
School  
Research  
Subcommittee



# Subcommittee Members

- Jason Malinowski, Chair (Capital Planning Committee)
- Keturah Martin (School Committee)
- Kathy Cook (Advisory Committee)

## Non-Voting Members

- Greg Martineau, Superintendent
- Keith Lavoie, Assistant Superintendent of Operations

# Agenda

- **Background and Charge of the Subcommittee**
- **Enrollment Data Analysis**
- **School Administration Space Needs Scenarios and Conclusions**
- **Funding Analysis**
- **Recommendations and Next Steps**

# Background and Charge of the Subcommittee

# How did this Subcommittee come into existence?

- Town formed Capital Planning Committee in March 2020;
- Identified many aging buildings in town and school infrastructure that would have competing capital needs in next ten years;
- Majority of school related debt due to be fully paid off in FY23;
- Approached School Committee to work collaboratively to revisit 2013 School Housing report and answer questions that have existed for over 10 years in the community related to the number of K-8 schools;
- Overall goal was to create a vision and path forward for the Town of Southborough in a collaborative fashion instead of siloed planning.

# Subcommittee Charge

The primary charge of the School Research Subcommittee is as follows:

- Review Southborough Schools K-8 Housing Study Group Summary Report, dated February 13, 2013;
- Undertake any actions to update the previously completed summary report;
- Undertake any additional steps needed to provide a comprehensive view of current and future school enrollment/space in order to provide a recommendation on whether any schools can be consolidated;
- Provide formal read-out and recommendation to Southborough School Committee and Capital Planning Committee; and
- Upon votes from Southborough School Committee and Capital Planning Committee, make presentation to joint meeting of Board of Selectmen and Advisory Committee.

# Timeline of the Subcommittee's Activities



	Date Completed
Committee Formed	October 2020
Enrollment Study Analysis - NESDEC Data	December 2020
Neary School Facilities Study	April 2021
Update Letter to Community	June 2021
School Administration Internal Space Needs Study	October 2021
Enrollment Study Analysis – RLS Data	December 2021
Presentation to School Committee with Recommendations	February 2022
Potential Neary Feasibility Study Article at Town Meeting	Spring 2022

Since October 2020, Subcommittee has held 21 public meetings

# Enrollment Data Analysis

# Comparison of Enrollment Studies

## NESDEC Report – February 2021

School District: Southborough, MA - PK to 8 only												
Enrollment Projections By Grade*												
Birth Year	Births	School Year	PK	K	1	2	3	4	5	6	7	8
2015	93	2025-26	42	104	143	120	114	123	129	132	123	0
2016	103	2025-26	42	104	143	120	116	136	125	128	120	0
2017	77	2025-26	42	107	146	116	125	128	120	0	1142	1184
2018	86	2025-26	42	112	150	110	144	138	136	134	122	0
2019	99	2025-26	42	119	156	105	148	139	133	127	0	1158
2020	92	2025-26	42	119	156	105	148	139	133	127	0	1118
2021	91	2025-26	42	119	157	105	148	139	133	127	0	1105
2022	89	2025-26	44	116	123	127	133	118	106	141	105	0
2023	91	2025-26	44	116	120	127	133	118	106	141	105	0
2024	92	2025-26	44	120	123	124	125	126	119	102	135	0
2025	91	2025-26	44	118	124	127	126	125	115	100	0	0

Table 3: Current and Projected Enrollment - Southborough School District

## RLS Report – December 2021

	F-2015	F-2016	F-2017	F-2018	F-2019	F-2020	F-2021	F-2022	F-2023	F-2024	F-2025	F-2026	F-2027	F-2028	F-2029	F-2030
Total K to 8	1,268	1,257	1,235	1,191	1,200	1,175	1,152	1,133	1,124	1,138	1,130	1,131	1,149	1,156	1,166	1,237
Total K to 6	1,140	1,138	1,105	1,080	1,060	1,031	1,035	1,031	1,012	1,007	1,028	1,005	1,015	1,016	1,050	1,082
Kindergarten	128	119	130	111	140	104	117	102	112	131	102	126	134	141	145	155
Grade 1	121	126	120	133	117	143	116	120	110	108	120	139	108	134	142	155
Grade 2	110	127	138	124	138	120	146	120	137	120	121	0	1121	1183	1151	1151
Grade 3	131	118	128	134	120	134	127	146	119	128	111	123	143	111	137	146
Grade 4	159	137	121	129	135	137	129	129	129	129	121	130	113	125	146	140
Grade 5	138	161	137	129	133	123	135	129	129	129	121	130	113	124	145	113
Grade 6	161	143	159	136	129	132	128	122	136	128	120	129	112	124	144	124
Grade 7	155	157	146	123	125	126	127	125	125	125	125	125	125	125	125	124
Grade 8	164	159	156	143	153	127	129	129	125	119	132	125	143	117	125	109

Conclusion: RLS Demography methodology more reliable and statistically sound methodology

# RLS Enrollment Study – Baseline and +/-10 % Fertility and Migration

	10 Percent Decrease in TFR and CMR					Original Fertility/Migration Assumption					10 Percent Increase in TFR and CMR				
	F-2026	F-2027	F-2028	F-2029	F-2030	F-2026	F-2027	F-2028	F-2029	F-2030	F-2026	F-2027	F-2028	F-2029	F-2030
Total K to G8	1,119	1,122	1,112	1,136	1,160	1,131	1,149	1,156	1,196	1,237	1,144	1,176	1,200	1,256	1,315
Total G1 to G8	1,005	1,003	988	1,004	1,020	1,005	1,015	1,016	1,050	1,082	1,005	1,029	1,045	1,095	1,144
Kindergarten	114	119	125	131	141	126	134	141	146	155	138	148	155	161	171
Grade 1	108	121	127	133	140	108	134	142	149	155	108	147	157	165	172
Grade 2	143	111	125	130	136	143	111	138	146	154	143	111	151	161	170
Grade 3	123	143	111	125	130	123	143	111	137	146	123	143	111	151	161
Grade 4	113	125	146	113	127	113	125	146	113	140	113	125	146	113	154
Grade 5	130	113	124	145	113	130	113	124	145	113	130	113	124	145	113
Grade 6	120	129	112	124	144	120	129	112	124	144	120	129	112	124	144
Grade 7	143	117	126	109	121	143	117	126	109	121	143	117	126	109	121
Grade 8	125	143	117	125	109	125	143	117	125	109	125	143	117	125	109

# School Administration Space Needs

## Scenarios and Conclusions

## Scenario A: Status Quo

3 elementary  
1 middle

School	Meets Occupancy Permit	Meets Septic Capacity	Meets Space Requirements	Collaboration Maximized	Resources Maximized	Minimizes Student Transitions
Mary E. Finn Elementary School	Yes	Yes	Yes	No	No	No
Albert S. Woodward Elementary School	Yes	Yes	Yes	No	No	No
Margaret A. Neary Elementary School	Yes	Yes	Yes	No	No	No
P. Brent Trottier Middle School	Yes	Yes	Yes	Yes	Yes	Yes

\* Uses 10 % Increase in Fertility and Migration

## Scenario A: Status Quo

### Recommendations

- **Recommendation: Serious consideration needs to be given to move away from the model of three elementary schools and one middle school**
  - Confirm via survey and public outreach what the Subcommittee has heard verbally that parents of elementary school age children want less transitions
  - Study long term impact to school department budgets if an elementary school were to be eliminated

Scenario B:  
 Decommission Neary,  
 Consolidate  
 elementary at Finn  
 and Woodward

School	Meets Occupancy Permit	Meets Septic Capacity	Meets Space Requirements	Collaboration Maximized	Resources Maximized	Minimizes Student Transitions
Mary E. Finn Elementary School	No	No	No	Yes	Yes	Yes
Albert S. Woodward Elementary School	No	Yes	Yes	Yes	Yes	Yes
P. Brent Trottier Middle School	Yes	Yes	Yes	Yes	Yes	Yes

\* Uses 10 % Increase in Fertility and Migration

## Scenario B: Decommission Neary, Consolidate elementary at Finn and Woodward

- **RECOMMENDATION:** Not recommended for further consideration/study
- **Benefits:** Reduces transitions, increases collaboration and maximizes use of resources
- **Finn School –**
  - Maximizes use of existing space as early childhood education center
  - Ability exists to add on in future, if additional space required
- **Neary School –**
  - Eliminates need for renovation/new construction
  - Would eliminate campus for schools, leaving three independent locations
- **Woodward School –**
  - Facility is land locked with little to no ability to expand if future growth occurs
    - Does not meet occupancy permit in this scenario
  - Not central to any other school creating continued logistical challenges particularly related to busing
- **Town Needs**
  - Does not help with infrastructure for town needs, other than a potential parcel of land freeing up (existing Neary footprint)

Scenario C:  
 Decommission Neary  
 Move Grade 5 to  
 Middle School

School	Meets Occupancy Permit	Meets Septic Capacity	Meets Space Requirements	Collaboration Maximized	Resources Maximized	Minimizes Student Transitions
Mary E. Finn Elementary School	Yes	Yes	Yes	Yes	Yes	Yes
Albert S. Woodward Elementary School	No	Yes	No	Yes	Yes	Yes
P. Brent Trottier Middle School	Yes	Yes	Yes	Yes	Yes	Yes

Scenario C:  
Decommission Neary  
Move Grade 5 to  
Middle School

- **RECOMMENDATION: Not recommended for further consideration/study**
- While space certainly exists at Trottier, this scenario does not make sense from an educational policy perspective based on discussions with School Administration.
- Excess space at Trottier could be redeployed potentially for School administration, if needed.

## Scenario D:

Decommission  
Woodward,

Consolidate  
elementary at Finn  
and Neary

### Analysis of Scenario D-1: Pre K – Grade 2 (Finn), Grade 3 – 5 (Neary), Grade 6-8 (Trottier)

School	Meets Occupancy Permit	Meets Septic Capacity	Meets Space Requirements	Collaboration Maximized	Resources Maximized	Minimizes Student Transitions
Mary E. Finn Elementary School	No	No	No	Yes	Yes	Yes
Margaret A. Neary Elementary School	Yes	No	No	Yes	Yes	Yes
P. Brent Trottier Middle School	Yes	Yes	Yes	Yes	Yes	Yes

Scenario D:  
Decommission  
Woodward,  
Consolidate  
elementary at Finn  
and Neary

Analysis of Scenario D-2:  
Pre K – Grade 1 (Finn), Grade 2 – 5 (Neary), Grade 6-8 (Trottier)

School	Meets Occupancy Permit	Meets Septic Capacity	Meets Space Requirements	Collaboration Maximized	Resources Maximized	Minimizes Student Transitions
Mary E. Finn Elementary School	Yes	Yes	Yes	Yes	Yes	Yes
Margaret A. Neary Elementary School	No	No	No	Yes	Yes	Yes
P. Brent Trottier Middle School	Yes	Yes	Yes	Yes	Yes	Yes

## Scenario D:

Decommission  
Woodward,

Consolidate elementary  
at Finn and Neary

- **RECOMMENDATION:** Continue to work on this scenario and advance to next phase
- Benefits: Reduces transitions, increases collaboration and maximizes use of resources
- Finn School –
  - Maximizes use of existing space as early childhood education center
  - Ability exists to add on in future if additional space required
- Neary School –
  - In need of major renovations/upgrades
  - Can be designed to meet space requirements of Grades 2-5
  - Continues campus approach with Trottier
  - Ability exists to add on in future if additional space required
- Woodward School –
  - Centrally located for town re-use and solves space needs requirements of town departments and allows for decommissioning of town buildings, as well
  - Creates opportunity for a community center using existing infrastructure

# Funding Analysis

## Funding Analysis

- Extensive analysis performed, with assistance of 3<sup>rd</sup> party, to analyze potential funding and timeline difference between a project that is MSBA funded versus solely town funded
- Separate memo prepared outlining conclusions
- Key Highlights:
  - Could be the largest town funded project to date in nominal dollars
    - Estimates would be available after options are outlined as part of feasibility study
  - MSBA Funds would reimburse 15 – 20 % of project costs for either significant rehab or new construction
  - MSBA Process would take longer than town only funded project (2 -3 years)
    - There is a realistic scenario where any delays in process or construction could increase the town's final net cost (with MSBA offset) to more than its gross cost without MSBA funding

## Recommendation and Next Steps

## Conclusion and Recommendation

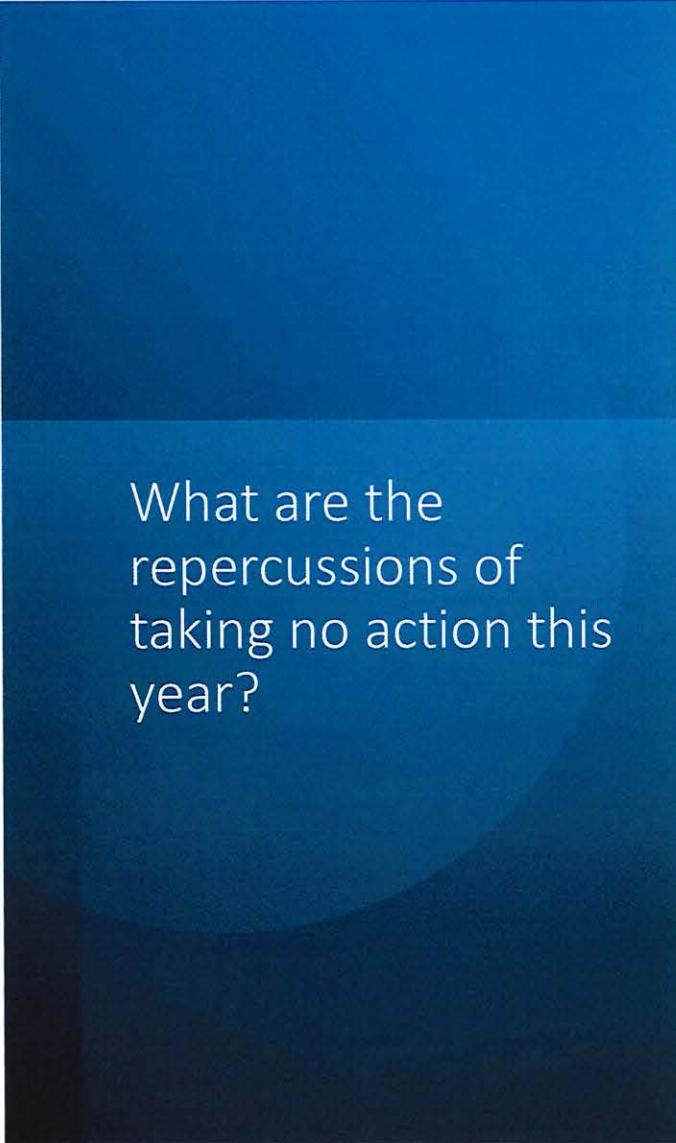
### Conclusion:

Southborough Public Schools can be consolidated from four to three schools, if the appropriate infrastructure is put into place for Neary School.

### Recommendation:

Pursue a comprehensive plan to deal with infrastructure at Neary School with a broader plan to consolidate as follows:

- Pre K – Grade 1: Finn School (status quo with ability to absorb excess demands of universal Pre-K)
- Grade 2 – 5: Neary School (addition of Gr. 2 and 3)
- Grade 6 – 8: Trottier School (no change)



What are the repercussions of taking no action this year?

- **Neary School**
  - \$4M + of immediate capital needs to keep building functioning and safe for students and staff
    - Any delay in advancing more formal plan related to Neary will result in these projects needing immediate action
  - Lost opportunity for full refresh of the facility to bring up to current educational and safety standards, including ADA requirements
- **School Transitions**
  - Chance to fix arguably one of the most discussed topics among school aged parents in Southborough
  - Ability to consolidate operations into three facilities and resolve almost all major capital needs for schools for the next 20 years
    - Regularly scheduled maintenance/repairs such as roofs will still be required for Finn and Trottier
- **Town Capital**
  - Opportunity to partially or fully resolve many upcoming Town Capital Projects:
    - Senior Center
    - Library
    - Additional Indoor Recreational Space
    - Town Administration and other non-public safety town departments
  - Ability to dispose of excess space in town buildings before costly repairs are needed
    - Cordaville Hall
    - South Union School

## Next Steps

- Neary School
  - Confirmation that School Committee has the data that they need to agree to maintain the current Neary site as an elementary school, subject to feasibility study confirming new versus renovation to consolidate Grade 2 – 5;
  - Form Neary School Building Committee; and
  - Pursue feasibility study for Neary School with funding authorization in Spring 2022 Annual Town Meeting
    - Consideration of ARPA related request to Town of Southborough
- **Seek public input, including the development of an FAQ document by Neary School Building Committee**
- Woodward School
  - If funding is secured for Neary School, agree to a plan, including timing, to close Woodward School and transfer custody to the town for municipal purposes as Community Center.
- Town Capital Planning Committee to work up funding scenarios of “all in” project cost with presentation to Select Board and Advisory.
  - This phase will be largely dependent on the findings of the feasibility study for the Neary School and what options are available to the town